



## **TOWN BOARD MEETING**

**July 17, 2024**

**7:00 PM**

**A. James Bold Meeting Room**

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### **AGENDA**

**WORKSHOP - Board Room - 6:15 PM**

**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](http://www.townofhalfmoon-ny.gov).

**FARMER’S MARKET:** Every Wednesday from 3pm-6pm at Abele Park, across from Town Hall. Come visit our local farms, crafters, and vendors that will be on hand every week.

**HALFMOON COMPREHENSIVE PLAN UPDATE PAGE** is now live at <https://www.planhalfmoon.com/>. Visit the website to find out more about the Halfmoon Comprehensive Plan Update, learn about upcoming meetings, review draft documents, get added to email announcements and to share your own comments about the future of Halfmoon.

**HALFMOON INDENTURED DOCUMENTS** - Please join Halfmoon Historian, Lynda Bryan for a ribbon cutting and unveiling of three Halfmoon Indentured Documents from 1700-1790, and Clifton Park Village Cemetery Map from 1871. Wednesday July 17, 2024, at 5:00pm in the A. James Bold Meeting Room at Halfmoon Town hall 2 Halfmoon Town Plaza.

**HALFMOON CELEBRATIONS DRIVE-IN MOVIE NIGHT IN THE PARK.**  
Friday, July 26th at the Halfmoon Town Park, 162 Route 236, Halfmoon.  
Free Admission, and free popcorn and water for all, while supplies last. Movie begins at dusk (approx. 8:30pm)  
Visit Halfmoon Celebrations website for more information  
at: [halfmooncelebrations.org](http://halfmooncelebrations.org)

#### **TOWN MEETINGS:**

**\*If a Monday meeting falls on a holiday, the meeting will be held the next day (Tuesday).**

- **Town Board: 1st and 3rd Wednesday of the month at 7:00 PM**

**Pre-meeting at 6:15 PM**

- **Zoning Board of Appeals: 1st Monday\* of the month at 7:00 PM**

**Pre-meeting at 6:45 PM**

- **Planning Board: 2nd and 4th Monday\* of the month at 7:00 PM**

**Pre-meeting at 6:15 PM**

- **Trails & Open Space Committee: 3rd Monday\* of the 3rd month at 7:00 PM, unless otherwise announced.**

***Please note that there will be a meeting on Monday August 05, 2024 at 7:00 PM in lieu of the August 19th, 2024 meeting.***

## **REPORTS OF BOARD MEMBERS AND TOWN ATTORNEY**

### **Kevin J. Tollisen (Town Supervisor)**

#### **Paul Hotaling (Deputy Town Supervisor)**

- Chair of Personnel Committee
- Ethics Committee
- Liaison to Trails & Open Space Committee
- Chair of Infrastructure & Safety (Water, Highway, Building & Maintenance)
- Co-Chair for Character Counts

#### **John Wasielewski (Town Board Member)**

- Liaison to Planning Board
- Chair of Committee of Emergency Services & Public Safety
- Liaison to Animal Control and related services

#### **Jeremy Connors (Town Board Member)**

- Liaison to Zoning Board
- Chair of Business and Economic Development Committee
- Chair for Not-for-Profit Organizations
- Liaison to Comprehensive Plan Update Committee

#### **Eric Catricala (Town Board Member)**

- Co-Liaison to Planning Board
- Co-Chair of Business and Economic Development Committee
- Chair for Parks and Athletics Organizations
- Chair for Recreation
- Liaison to Trails & Open Space Committee

#### **Lynda Bryan (Town Clerk)**

- Chair of Senior Programs
- Chair of Committee on Historical Archives

#### **Dana Cunniff (Receiver of Taxes)**

- Chair of Committee on Resident Relations

#### **Lyn Murphy, Esq. (Town Attorney)**

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

## **PUBLIC COMMENT (For discussion of agenda items)**

## DEPARTMENT REPORTS

### 1. Town Justice Fodera

Total # Cases 127 Total Fees Submitted to the Supervisor - \$19,252.00

### 2. Town Justice Suchocki

Total # Cases 137 Total Fees Submitted to the Supervisor - \$17,285.00

## DEPARTMENT MANAGER MONTHLY REPORTS

### Recreation

## CORRESPONDENCE

1. **Received** from NYS, Department of State, their filing of Local Law 3-2024
2. **Received** from resident Cynthia Zobel, 35 Dunsbach Road, her email request to have a speed study conducted on Dunsbach Road, and to have speed signs posted.
3. **Received** from the Town Planning Board, Resolutions approved at the June 24, 2024 meeting.

## OLD BUSINESS

## NEW BUSINESS

**216. Resolution** to approve Town Board Meeting Minutes of July 03, 2024.

**Resolution** that the Town Board approve the minutes of the Town Board Meeting July 03, 2024.

**Resolution Introduced by Town Clerk Bryan**

**217. Resolution** to approve grant application for Town of Halfmoon LWRP.

**Resolution** that the Town Board approves and endorses the application for a grant under the Local Waterfront Revitalization Program for a project known as the town of Halfmoon LWRP.

**Resolution Introduced by Supervisor of Buildings & Grounds Maiello**

**218. Resolution** authorizing Change Order # 1 to reflect decrease in the cost of the NYS Route 9 Water Main Connection Project.

**Resolution** to authorize the Supervisor to sign Change Order #1 to decrease the cost of the NYS Route 9 Water Main Connection Project \$13,010.00 for a total cost of \$182,295.00 for the Project as prepared and recommended by MJ Engineering and Land Surveying, PC. Subject to the review and approval of the Town Attorney.

**Resolution Introduced by Superintendent of Water & Building Maintenance Supervisor Tironi**

**219. Resolution** to hire BST & Co. CPAs, LLP, to perform audits of the Town.

**Resolution** that the Town Board authorizes the Supervisor to enter into an Agreement with BST & Co. CPAs, LLP for auditing services for the Town from 2024 -2026, in the not to exceed amount of \$118,250.00 consistent with the proposal dated April 30, 2024, and to authorize the Supervisor to execute any documentation necessary to effectuate the Agreement, subject to the review and approval of the Town Attorney.

**Resolution Introduced by Comptroller Hatter**

**220. Resolution** to approve Comptroller's Report for June 2024.

**Resolution** that the Town Board approves the Comptroller's Report for the Month of June 2024, as presented.

**Resolution Introduced by Comptroller Hatter**

**221. Resolution** to approve the renewal of Mobile Home Park License for Crescent Gardens and Smith Road MHP.

**Resolution** that the Town Board authorizes the renewal of the Mobile Home Park License for the 2024-2025 licensing year, per the inspection and approval of the Director of Code Enforcement as follows: Crescent Gardens and Smith Road MHP.

**Resolution Introduced by Coordinator of Building, Planning & Development Harris.**

**222. Resolution** that the Town Board hereby waives the 30-day Notice for SPARX Fine Chinese Restaurant application for a NYS Liquor License.

**Resolution** that the Town Board hereby waives the 30-day Notice for SPARX Fine Chinese Restaurant, 1570 Route 9 Halfmoon, for their application for a NYS Liquor License.

**Resolution Introduced by Town Clerk Bryan**

**223. Resolution to hire ABS Solutions, LLC.**

**Resolution that the Town Board hereby authorizes the Supervisor to enter into an agreement with ABS Solutions, LLC, to provide install Ruckus Hardware and support pursuant to proposal No. 43854 dated 7/8/2024 in the not to exceed amount of \$2,872.50 and further authorizes the Supervisor to execute said agreement, subject to the review and approval of the Town Attorney.**

**Resolution Introduced by Personal Computer Tech Mikol**

**224. Resolution** that the Town shall take ownership of the street light at 428 Hudson River Road.

**Resolution** that the Town Board authorizes taking ownership of National Grid Pole #94-1 and installation of a Tariff 25W LED located at 428 Hudson River Road in the Town of Halfmoon, subject to the review and approval of the Town Attorney.

**Resolution Introduced by Superintendent of Highways Bryans**

225. Resolution authorizing the Supervisor to enter into an Agreement with Tyler Technologies.

Resolution that the Town Board hereby authorizes the Supervisor to enter into an agreement with Tyler Technologies to utilize the ERP Pro 9 Relationship Management Suite to permit phone and text payments for water bills at no cost to the Town, and hereby authorizes the Supervisor to execute said agreement, subject to the review and approval of the Town Attorney.

Resolution Introduced by Receiver of Taxes Cunniff

**226. Resolution** to encourage NYSDOT to include pedestrian/bicycle accommodations when designing and replacing the Riverview Road Bridge.

**Resolution** that the Town Board strongly supports and urges the New York State Department of Transportation to include pedestrian and bicycle accommodations when designing and replacing the Riverview Road bridge over the I-87 Adirondack Northway to continue to promote pedestrian use, reduce vehicular traffic and to promote connectivity between the communities of Halfmoon and Clifton Park.

**Resolution Introduced by Building and Planning Development Coordinator Harris**

227. Resolution that the Town Board authorizes the Comptroller to make the attached Creation of Appropriations.

Resolution Introduced by Comptroller Hatter

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

**ADJOURN**

**CHANGE ORDER NO.: 1**

Owner: Town of Halfmoon Owner's Project No.:  
Engineer: MJ Engineering and Land Surveying, P.C. Engineer's Project No.: 964.80  
Contractor: Bellamy Construction Co., Inc. Contractor's Project No.: 23-0248  
Project: NYS Route 9 Water Main Connection  
Contract Name:  
Date Issued: July 1, 2024 Effective Date of Change Order: July 1, 2024

The Contract is modified as follows upon execution of this Change Order:

**Description:**

See attached Final Payment Summary dated 7/1/24

**Attachments:**

Final Payment Summary dated 7/1/24

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ 195,305.00	Original Contract Times: Substantial Completion: May 31, 2024 Ready for final payment: June 28, 2024
[Increase] [Decrease] from previously approved Change Orders No. 1 to No. 1: \$ N/A	[Increase] [Decrease] from previously approved Change Orders No.1 to No. 1: Substantial Completion: N/A Ready for final payment: N/A
Contract Price prior to this Change Order: \$ 195,305.00	Contract Times prior to this Change Order: Substantial Completion: May 31, 2024 Ready for final payment: June 28, 2024
[Increase] [Decrease] this Change Order: \$ 13,010.00	[Increase] [Decrease] this Change Order: Substantial Completion: N/A Ready for final payment: N/A
Contract Price incorporating this Change Order: \$ 182,295.00	Contract Times with all approved Change Orders: Substantial Completion: May 31, 2024 Ready for final payment: June 28, 2024

Recommended by Engineer

By: Amy Nicholson  
Title: Construction Project Engineer  
Date: July 1, 2024

Accepted by Contractor

Angela Bellamy  
President  
July 1, 2024

Authorized by Owner

By: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Approved by Funding Agency (if applicable)

N/A  
N/A  
N/A

EJCDC® C-941, Change Order.

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**Final Payment Summary**  
**Town of Halfmoon**  
**NYS Route 9 Water Main Connection**

Current Contract Price	\$195,305.00	Final Project Cost	\$182,295.00	Remaining in Contract	\$13,010.00
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Current Contract Price	\$195,305.00
Deduct Net Underrun	<u>\$182,295.00</u>



ABS Solutions, LLC

52 Corporate Circle

Suite 105

Albany, NY 12203

Phone: (518) 608-5805 Fax: (518) 608-5808

# Proposal

Date	Proposal #
7/8/2024	43854

Name / Address
Town of Halfmoon Douglas Mikol 2 Halfmoon Town Plaza Halfmoon, NY 12065

Ship To
Town of Halfmoon Douglas Mikol 2 Halfmoon Town Plaza Halfmoon, NY 12065

P.O. No.	Terms	Project
	Net 30	Ruckus AP for Parks Barns + Historical

Item	Description	Qty	Rate	Total
901-R350-US02	Ruckus Hardware + Support // Ruckus Group 73600 Award 22802 PM21280 Umbrella Ruckus R350 Indoor Indoor 802.11ax Wi-Fi 6 Access Point 2x2:2	3	485.00	1,455.00
CLD-PROF-APSW-REC3	Ruckus Cloud Management & Analytics // PEPPM 2023 Product Line Bid - Ruckus Wireless, Inc. Contract 533902-126 Ruckus One Professional - Subscription license (3 years) - 1 network device (AP or Switch)	3	472.50	1,417.50
* Pricing valid for 14 days from date of proposal. * All orders final, no returns or cancellations. * Installation and configuration not included. * Customer responsible for Cabling and installation of Access Points				

Thank you for your business.

I agree to invest in the products/services listed above. Please sign and fax to (518) 608.5808

Signature \_\_\_\_\_

**Subtotal** \$2,872.50

**Sales Tax (0.0%)** \$0.00

**Total** \$2,872.50





**Sales Quotation For:**  
Town of Halfmoon  
2 Halfmoon Town Plaza  
Halfmoon NY 12065

Quoted BY           Matthew Beltram  
Quote Expiration   12/28/24  
Quote Name

Tyler Fees per Transaction	
Description	Net Unit Price
ERP Pro	
ERP Pro 9 Customer Relationship Management Suite	
Interactive Voice Response	\$ 1.25
Miscellaneous Payments	\$ 1.25

**Summary**

Total Tyler Services

**Summary Total**

**Contract Total**

**One Time Fees**

\$ 0

\$ 0

**Recurring Fees**

\$ 0

## Comments

Work will be delivered remotely unless otherwise noted in this agreement.

Expenses associated with onsite services are invoiced as incurred according to Tyler's standard business travel policy.

SaaS is considered a term of one year unless otherwise indicated.

## Interactive Voice Response

Interactive Voice Response Solution for Utility Access-The payment packet is created in centralized cash collections. The IVR system gives the customer an account balance, the customer makes the payment by phone, and the account manager is updated with the payment record. NOTE: There is a per transaction fee associated with the IVR that will be paid by client unless Tyler is instructed by the client to pass along to the user at time of payment.

## Miscellaneous Payments

Miscellaneous Payments Component allows clients to setup payment forms for misc. payments with a fixed, calculated or open payment amount. The payments are sent from the website to the cash collection/Cashiering application and then posted to the GL application. NOTE: There is a per transaction fee associated with the Miscellaneous Payments that will be paid by client unless Tyler is instructed by the client to pass along to the user at time of payment.

**Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms, subject to payment terms in an agreement, amendment, or similar document in which this sales quotation is included:**

- License fees for Tyler and third-party software are invoiced upon the earlier of (i) delivery of the license key or (ii) when Tyler makes such software available accessible.
- Fees for hardware are invoiced upon delivery.
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware.
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software accessible to the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the agreement, with renewals invoiced annually thereafter in accord with the Agreement.

**Fees for services included in this sales quotation shall be invoiced as indicated below.**

- Implementation and other professional services fees shall be invoiced as delivered.
- Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.

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CONFIDENTIAL

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- Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion option, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, Tyler will invoice Client the actual services delivered on a time and materials basis.
- Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
- If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
- Notwithstanding anything to the contrary stated above, the following payment terms shall apply to fees specifically for migrations: Tyler will invoice Client 50% of any Migration Services Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Annual SaaS Fees will be invoiced upon availability of the hosted environment.

Any SaaS or hosted solutions added to an agreement containing Client-hosted Tyler solutions are subject to Tyler's SaaS Services terms found here: <https://www.tylertech.com/terms/tyler-saas-services>.

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

P.O.#: \_\_\_\_\_



Supervisor  
Kevin Tollisen

Town Board  
Paul Hotaling  
John Wasielewski  
Jeremy W. Connors  
Eric Catricala



# TOWN of HALFMOON

2 HALFMOON TOWN PLAZA  
HALFMOON, NY 12065  
COUNTY OF SARATOGA

(518) 371-7410 Ext. 2200 • Fax (518) 371-0936

DATE: July 17, 2024

TO: Town Board  
Town of Halfmoon

FROM: Bonnie Hatter  
Comptroller

SUBJECT: Creation of Appropriations

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:	Revenues	25-980	\$8,294.88
	Subsidiary: Home & Community Services		
		25-4-2189.00	\$8,294.88
CREDIT:	Appropriations	25-960	\$8,294.88
	Subsidiary: Engineering Contractors Inspections		
		25-5-1440.40	\$8,294.88

Information Only: The above was derived from the following breakdown of charges to be paid on July 18, 2024, Abstract for engineering and related fees.

NAME	AMOUNT
Creekview Estates	\$407.38
Dawson Senior Center	\$465.00
Dutch Lane Estates	\$775.00
J Dunn Office/Warehouse	\$165.00
One Four Six Marketplace	\$6,482.50
Total	\$8,294.88