

The December 4, 2019 Regular meeting was called to order at 7:00 pm by Supervisor Tollisen in the A. James Bold Meeting Room at the New 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  
Kelly Catricala, Deputy Town Clerk

Lynda A. Bryan, Town Clerk - Excused

## **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).

Letters to Santa: Santa’s Mailbox is by the door to Town Hall. Children can drop off their letter to Santa from December 1 through 17<sup>th</sup> and receive a response back with a surprise!

First Responders Memorial Dedication to be held on Saturday, December 14<sup>th</sup> at 11:00am at the Abele Memorial Park

Outside Holiday Decorating Contest: December 14<sup>th</sup> from 6:00 pm-9:00 pm for Halfmoon Residents Homes. For more information contact Traci at (518) 925-2968 or email [halfmooncelebrations@gmail.com](mailto:halfmooncelebrations@gmail.com)

An Evening with Mrs. Claus will be held on December 20<sup>th</sup> at 6:30 pm at Town Hall. Mrs. Claus will be paying a special visit to share her holiday stories and yummy cookies for children under 10 years old. Email your reservation to [Halfmooncelebrations@gmail.com](mailto:Halfmooncelebrations@gmail.com) before December 15<sup>th</sup>.

### **TOWN MEETINGS:**

Town Board Meetings: 1<sup>st</sup> & 3<sup>rd</sup> Wednesday of month at 7:00 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: Meetings will resume on March 31<sup>st</sup> at 7:00 pm

Open Space & Trails Committee: 2/19, 4/15, 6/17, 8/19, 10/21, and 12/16, the 3<sup>rd</sup> Monday except Feb due to holiday.

Resident Relations Committee: TBD

Business & Economic Development Committee: TBD

### **PUBLIC COMMENT (for discussion of agenda topics)**

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

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

Just a couple of Community Events to highlight: the Memorial Tree Lighting was postponed Sunday due to the large storm. It will be rescheduled for this Sunday at 4:00 at the Abele Memorial Park.

Secondly, Saturday, December the 14<sup>th</sup> at 11:00, we are doing our dedication of our First Responders Memorial. If you can make that, please do so.

**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

I have no report this evening.

**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

Just a reminder that the Fire Commissioner Elections that are going on within the town this coming Thursday. Fire Department Commissioners are responsible for a large portion of everyone's tax bill. It is a very important election although the turnout is typically small, so I urge everyone that can please go and vote for their local fire commissioners.

Also, due to the heavy snow storm, it is a good idea to shovel 3 feet in all directions around a fire hydrant. So if you have a fire hydrant in front of your home, those need to be shoveled out especially now that the snow is freezing. I would be very difficult for fire fighters to access that hydrant if it were not shoveled out. That is all that I have tonight.

**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

Thank you Mr. Supervisor, just a couple of things, obviously we have some snow out there and I just wanted to publically thank our Highway Department and John Pingelski's crew who have spent many, many hours out there removing snow making sure that the roads are safe. I have the opportunity to drive all over the Capital District for work and saw other municipalities who did not have the level of snow removal that we did in town so John if you could just pass that on to the folks, we appreciate that.

Second, the Business and Economic Development Committee is going to have a meeting right after the first of the year so look for that correspondence. That is all that I have this evening.

**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 would just like to add to what Jeremy said about John, you and your department are second to none and we really appreciate that.

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

**Deputy Town Clerk Catricala:** We have no report this evening.

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

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

I would ask that Board to consider two separate resolutions. The first is to schedule a public hearing for zoning changes for your January 2<sup>nd</sup> meeting for the zoning changes from the last meeting when we declared to seek Lead Agency status.

**RESOLUTION NO. 374-2019**

**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 hereby schedules a Public Hearing for the January 2, 2020, Town Board meeting, in the A. James Bold Room, at 7:00 p.m. or as soon thereafter as their agenda allows, to discuss authorizing an amendment to the Code of the Town of Halfmoon to amend §§165-22 M-2 Clean Manufacturing and 165-22.3 W-2 Waterfront Commercial District to allow uses permitted in the LI-C Light Industrial -Commercial and M-1 Industrial upon the granting of a Special Use Permit.

**RESOLUTION NO. 375-2019**

**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 hereby approves a modification to §166-775 of the Local Laws of the Town of Halfmoon as it relates to the Halfmoon Village Planned Development District to modify the timing of the payment of the \$315,000.00 for roadway improvements to mandate that the payments be made in the amount of \$13, 125.00 at the issuance of each Certificate of Occupancy, with the total amount of \$315,000.00 being due forty-eight (48) months after the issuance of the first Certificate of Occupancy, or after the construction of the twenty fourth (24) building, whichever occurs first. The Town Board also finds that this modification is consistent with the previous SEQRA determination.

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

**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 - \$6,007.96
2. Senior Express Total # Riders – 430 Total # Meals – 438
3. Town Justice Fodera  
Total # Cases – 196 Total Fees Submitted to the Supervisor - \$19,977
4. Town Justice Suchocki

**Total # Cases – 221      Total Fees Submitted to the Supervisor - \$27,258.25**

- 5.      Building Permits**  
**Total # Permits – 43      Total Fees Submitted to the Supervisor - \$13,553**
- 6.      Fire Inspections**  
**Total # Inspections      Total Fees Submitted to the Supervisor - \$2,380**

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

### **CORRESPONDENCE**

**1.      Received** from the Town Planning Board Resolutions approved at the November 25, 2019 meeting: Sign Application for Rugani Family Chiropractic, 1515 Route 9, for Change of Use/Tenant Applications for Rollin Smoke Hand Crafted BBQ, 222 Guideboard Road and for J Dunn Group LLC, 518 Hudson River Road, for Bast Hatfield Business Park Minor Subdivision (Lot-Line Adjustment), 5 & 6 Rexford Way, and for an addition to Site Plan Request for the Twin Bridges Parking Lot, 1626 Route 9.

***Received & Filed***

**2.      Received** from Sonya & Nick Slish, a thank you note to John Pingelski, Highway Superintendent stating what a great job they are doing on all of the roads especially with the added responsibilities of the new developments.

***Received & Filed***

**3.      Received** from the West Crescent Fire District, the Notice of Annual Election to be held on December 10, 2019 between the hours of 6:00 pm – 9:00 pm at the West Crescent Fire House at 1440 Crescent Road for the purpose of electing one (1) Commissioner for a five (5) year term commencing on January 1, 2020 and ending on December 31, 2024 and electing one (1) Commissioner for a two (2) year term commencing on January 1, 2020 and ending on December 31, 2021.

***Received & Filed***

**4.      Received** from the Office of the Saratoga County Treasurer, the Mortgage Tax Distribution as of September 30, 2019.

***Received & Filed***

**5.      Received** from the Board of Commissioners for the Halfmoon Waterford Fire District No.1, notification that their November meeting has been extended for the Towns of Halfmoon and Waterford, County of Saratoga New York, and will be held on December 4, 2019 at 07:00 p.m. at 315 Middletown Road.

***Received & Filed***

**6.      Received** from the Clifton Park - Halfmoon Fire District #1, the Notice of Annual Election that will take place on December 11, 2018 between the hours of 6:00 pm and 9:00 pm at the Clifton Park Firehouse located at 38 Old Route 146, Clifton Park, New York, for the purpose of electing ONE (1) Commissioner for a Five (5) year term, commencing on January 1, 2019 and ending on December 31, 2023 AND electing ONE (1) Commissioner for a Three (3) year term, commencing on January 1, 2019 and ending on December 31, 2021.

***Received & Filed***

**7.      Received** from Linda Woods, a thank you card to the Character Counts Team for the Thanksgiving Basket that was delivered. It was a blessing!

***Received & Filed***

## **NEW BUSINESS**

### **RESOLUTION NO. 376-2019**

**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 November 20, 2019 as presented.

### **RESOLUTION NO. 377-2019**

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

**RESOLVED**, that the Town Board authorizes the Town Supervisor to sign a permanent easement on tax map parcel 285.-4-11.2, located at 293 Middletown Road to permit the Town to continue to own and maintain a Town Sign and associated landscaping on the property, subject to the review and approval of the Town Attorney.

### **RESOLUTION NO. 378-2019**

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

**WHEREAS**, the Town Board is in need of a bus to enhance the fleet of vehicles currently utilized to transport seniors and/or for other municipal purposes when necessary; and

**WHEREAS**, the Town of Halfmoon is hereby letting the bids and will be accepting sealed bids until 1:00 pm on December 16, 2019, for the above vehicle in accordance with the bid package available at the Town Clerk's Office in the Town of Halfmoon and on BidNet operated through SourceSuite; and

**WHEREAS**, the bids will be publicly opened and read aloud on or about 1:30 pm on December 16, 2019, ;

**NOW BE IT THEREFORE RESOLVED**, that that the Town Board authorizes the Supervisor to solicit bids for a bus to be received by 1:00 pm on December 16, 2019, the sealed bids received shall be publicly opened and read aloud at 1:30 pm the same day.

### **RESOLUTION NO. 379-2019**

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

**WHEREAS**, the Town Board is in need of a 2020 mid-size SUV to enhance the fleet of vehicles currently utilized for Code Enforcement/Emergency Coordinator and/or for other municipal purposes when necessary; and

**WHEREAS**, the Town of Halfmoon is hereby letting the bids and will be accepting sealed bids until 1:00 pm on December 16, 2019, for the above vehicle in accordance

with the bid package available at the Town Clerk's Office in the Town of Halfmoon and on BidNet operated through SourceSuite; and

**WHEREAS**, the bids will be publicly opened and read aloud on or about 1:30 pm on December 16, 2019, ;

**NOW BE IT THEREFORE RESOLVED**, that that the Town Board authorizes the Supervisor to solicit bids for a 2020 mid-size SUV to be received by 1:00 pm on December 16, 2019, the sealed bids received shall be publicly opened and read aloud at 1:30 pm the same day.

**Councilman Hotaling:** Yes, I just want to clarify that this a replacement

#### **RESOLUTION NO. 380-2019**

**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 Highway Department to purchase a 12' SS Material Spreader with Conveyor Chain and Gearbox per the Sourcewell Contract #080818-VCM for \$16,808.89 from Viking Cives (USA) and to authorize the Highway Superintendent to execute any documentation necessary to effectuate the purchase, subject to the review and approval of the Town Attorney.

#### **RESOLUTION NO. 381-2019**

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

**RESOLVED**, that the Town Board authorizes the Highway Department to purchase a John Deere 624L Wheel Loader per NYS OGS Contract #PC67075 Group #40625, Award #22792 for \$179,970 from John Deere and to authorize the Highway Superintendent to execute any documentation necessary to effectuate the purchase, subject to the review and approval of the Town Attorney.

**Councilman Hotaling:** What dealer is this to be purchased from?

**Attorney Murphy:** Nortrax

#### **RESOLUTION NO. 382-2019**

**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 hereby appoints Ross MacNeil as the full time Recreation Director at Grade 8, Base Pay \$56,807.00, pro-rated, effective January 2, 2020, subject to successful completion of all pre- employment testing.

#### **RESOLUTION NO. 383-2019**

**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 Highway Department to purchase a lift per the Sourcewell Contract #041719-TER in the not to exceed amount of \$19,500 from Casale Rent-All and to authorize the Town Supervisor to execute any documentation necessary to effectuate the purchase, subject to the review and approval of the Town Attorney.

**RESOLUTION NO. 384-2019**

**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 Comptroller to make the attached 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:	Estimated Revenues	25-510	\$1,139.80
	Subsidiary: Home & Community Services		
	25-4-2189.00		\$1,139.80
CREDIT:	Appropriations	25-960	\$1,139.80
	Subsidiary: Engineering Contractors Inspections		
	25-5-1440.40		\$1,139.80

Information Only: The above was derived from the following breakdown of charges to be paid on December 5, 2019 Abstract for engineering and related fees.

NAME	AMOUNT
Adams Pointe PDD	\$1,139.80
Total	\$1,139.80

**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 Hotaling, the meeting was adjourned at 7:11 pm.

Respectfully Submitted,

Kelly Catricala, Deputy Town Clerk