

The June 3, 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

## PRESENTATION: DR. OLIVER ROBINSON, SUPERINTENDENT, SHENENDEHOWA SCHOOL DISTRICT.

**Supervisor Tollisen:** We are pleased to have our Shenendehowa School District Superintendent Oliver Robinson here with us this evening. Superintendent good evening and welcome. I understand that you have a short presentation of the annual budget that you would like to give to the Board. It is good to see you.

**Dr. Robinson:** Thank you very much for having me. I appreciate it very much. This year's budget process is a little bit different to say the least. Typically, the budget is the 3<sup>rd</sup> Tuesday in May and the Executive Board has delayed and now we will be having an Absentee Ballot budget only and will take place on Tuesday, June 9<sup>th</sup>. The process to say the least, is challenging if you think about every school district across the state trying to send out tens of thousands of Absentee Ballots at the same time. For Shen, for example, we were hoping that they were going to be in the mail today and we were at the mercy of the printer and postal service for the almost 30,000 ballots being distributed. To put that into context, an average budget vote would be about 2,200 voters. The magnitude is enormous in comparison to any given year for the school budget. So with that being said, we are hoping between today or tomorrow the ballots will be out. We also have a secure box here at the District Office in case people get them Friday and concerned about us getting them through the mail and in time for June 9<sup>th</sup>. We are trying to make the process as convenient as possible. The laws and the rules are very new to us as this is the first time ever in NYS that school budgets have been done this way.

I am going to highlight some points of the budget. We are trying to do four (4) things with this budget:

- First and most importantly, preserve the quality of the programs that Shen has developed for the students over the years that the community expects and the students deserve. This budget focuses on that, even though we know that the concern about future reduction of State Aid still lingers.
- How do we also then have a minimal impact on taxpayers? It is certainly the towns of Halfmoon and Clifton Park are the two that we watch very closely because they have the largest portion of our student population and subsequent tax impact in those towns. Over the last several years, the tax impact in both of those towns for those taxpayers have been flat and a slight reduction. We are convinced that once we generate tax bills in August and September, the tax bills will see again a flat, or no increase, or a slight reduction in taxes for taxpayers. One of the rules that we try to do is balance the program quality and minimal tax impact.
- We are still waiting for the news from the State in terms of potential additional decreases in sport. We face significant downturn in state support

in budget adoption, we can make some adjustments without impacting the program for our students.

- One thing that we are looking at and we will have to make adjustments to if we find ourselves in that situation is making our debt service and extend it. We have already have been talking to our Fiscal Bond Councilors to potentially refinance and restructure our debt moving forward and how we can effectively reduce that expenditure side of the budget if we again face a significant reduction in state aid.
- On the revenue side, we go through the process this summer and audit our financial statement for this current school year, the end of this school year. We will look to see what fund balance we have to potentially off set debt. But again, those are both things will be happening after we have some sense of where the state is going.

We want to make sure that as a school district we don't want to have huge upswings in terms of program delivery and we don't want to have huge upswings in terms of demands on taxpayers. This is my 15<sup>th</sup> budget here at Shen, it is hard to believe how time flies, we have been pretty flat line over the years in terms of the budget. We are looking at a budget of \$181 million dollars and slightly above 2%. You are also looking at a proposition that we do every year to replace some busses. This proposition is for 19 busses and 3 maintenance related vehicles.

- The last proposition is for one for the petition members. They have dropped a lot of the requirements for the rules for the petitions and as a result, I think we have seven (7) individuals running for two (2) seats on the Board. The two (2) incumbents Naomi Hoffman and Gusta Miller are running again for three (3) year terms. We also have Darryl Giannetti, Jennyfer Gleason, Lacey Griffin-Braaf, Brian Kissel and Thomas Templeton.

From my perspective, we want to make sure that however we reopen next year, which is a huge question for everyone because there probably be some unanticipated costs. Kevin, are there any questions that I can answer?

**Supervisor Tollisen:** Are there any questions from the Board? Haring none, are there any questions from the public? Hearing none, Superintendent, thank you very much. It is always a pleasure and we look forward to seeing you soon.

**Dr. Robinson:** Thank you Kevin. Thank you for having me.

#### 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).

**HALFMOON FARMERS MARKET** Opening Wednesday June 17<sup>th</sup> at the Abele Park on Harris Road from 3:00 – 7:00. Fresh produce, Crafts & more. Rain or Shine every Wednesday through September 30<sup>th</sup>

#### TOWN MEETINGS:

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

**Zoning Board of Appeals:** 1<sup>st</sup> Monday of month at 7:00 pm. Pre-meeting at 6:45pm

**Planning Board Meeting:** 2<sup>nd</sup> & 4<sup>th</sup> 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).

**HALFMOON FARMERS MARKET** Opening Wednesday June 17<sup>th</sup> at the Abele Park on Harris Road from 3:00 – 7:00. Fresh produce, Crafts & more. Rain or Shine every Wednesday through September 30<sup>th</sup>

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

**REPORTS OF BOARD MEMBERS AND TOWN ATTORNEY**

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

The Farmers Market is opening Wednesday June 17<sup>th</sup> at the Abele Park on Harris Road from 3:00 – 7:00. Fresh produce, Crafts & more. Rain or Shine every Wednesday through September 30<sup>th</sup> and we look forward to that.

**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 just want to thank Supervisor Tollisen and Assemblywoman Mary Beth Walsh and all of the volunteers that showed up Saturday to help hand out masks and sanitizers. It was a great event for Halfmoon. And giving back to the residents.

**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

Thanks, Mr. Supervisor. It is hard to imagine another time when there has been so many issues related to town safety and emergency services between the pandemic and all of the events of the past few weeks. I just want the residents to know that the Emergency Services personnel do all that they can to keep the residents of Halfmoon safe. Hopefully, we will see brighter days ahead. Thank you.

**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 no report 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 have no report this evening.

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

The Senior Express is starting to resume some of their regular services. We are now taking seniors grocery shopping and they are thrilled! We do have to factor in additional time for safety precautions as the safety of our seniors and drivers is our main concern. But, it's great to slowly get back into our old routine.

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

**Lyn Murphy, Esq., (Town Attorney)** I have no report this evening.

Cathy Drobny, Esq. (Town Attorney) I have no report this evening.

**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 - \$7,479.05
2. Building Permits  
Total # Permits – 38 Total Fees Submitted to the Supervisor - \$17,704
3. Fire Inspections  
Total # Inspections – 7 Total Fees Submitted to the Supervisor - \$700

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

**CORRESPONDENCE**

1. Received from the Town Planning Board Resolutions approved at the May 26, 2020 meeting: Sign Application for Bloodline Tattoo Studios (Formerly Skinlab), 1 Route 236, Change of Use/Tenant Application for Performance Equipment Rental LLC., 3 Jones Road, for Troy Iron Works, Inc., 1050 Elizabeth Street, Change of Use/Tenant and Sign Application for A Time Four Paws, 1534 Route 9, Renewal of the Site Plan Approval for the 457 Route 146 Parking Lot, 457 Route 146.

*Received & Filed*

2. Received from Shenendehowa Central Schools, their 2020-21 Budget.

*Received & Filed*

3. Received from Saratoga County Soil & Water Conservation District, notification of their Tire Recycling Program on Tuesday, June 23<sup>rd</sup> from 4pm - 5:30pm. Drop off location is behind Malta Town Court 2538 State Hwy 9, Malta, NY. You must pre-register by June 19<sup>th</sup> and be a Saratoga County resident. For more information please email [clerksaratogaswd@gmail.com](mailto:clerksaratogaswd@gmail.com)

*Received & Filed*

4. Received from Southern Saratoga YMCA, notification that Summer Care, not Summer Camp Registration is now open at 1 Wall Street, Clifton Park.

*Received & Filed*

**OLD BUSINESS**

**1. IMPACT ATHLETIC CENTER PDD**

**Supervisor Tollisen:** We had a public hearing at our last board meeting and based upon the public hearing and the comments from the residents, we did ask for the

applicant to review the residents’ concerns. We have had some conversations in house and with the applicant about changes to be made to the project. Notably, a lot of the concerns rested on the volleyball courts being located near a residential neighborhood and I believe that that has since changed. I am going to turn it over to Mr. Bianchino who I believe is with us once again to give us a 90 second update from the last meeting on what changes happened to the project for the Boards consideration.

**Mike Bianchino:** We submitted a letter dated June 1, to address all of the comments specifically associated with the relocation of the volleyball area. We did move the volleyball courts to the west side of the site as shown on the site plan as you can see it there on the lower left hand corner of the site at the back of the parking lot. There will be no construction at all in that area along the Pointe West PDD. That location will require the Army Corp. Wetland Disturbance Permit. We have reached out to the Army Corp. and they are pulling their files on the outstanding items but they feel that when we met that the original project was closed out. The details we propose to finalize during the Army Corp. Permit Review process and also during the site plan review. We also indicated that we will host charity events, fundraisers, community events, specific programs to help serve the community. That really is the changes and updates. We are here to answer any questions, and hopefully SEQRA determination and Board approval.

**Supervisor Tollisen:** Thank you Mr. Bianchino. Are there any questions of the Board?

**Councilman Hotaling:** Mr. Bianchino, will there be an alcohol license for the court area and is there going to be refreshments for the outside volleyball court area?

**Mike Bianchino:** The Café area, has not been worked out yet, maybe wine or something but I’m not sure. In terms of the outdoor, I don’t believe there is to be any concession in the outdoor area.

**Councilman Hotaling:** OK, thank you.

**Supervisor Tollisen:** Are there any questions from the public? Hearing from no one, what is the Board’s pleasure?

**Councilman Wasielewski:** I would like to make a negative declaration for SEQRA.

**RESOLUTION NO. 177 -2020**

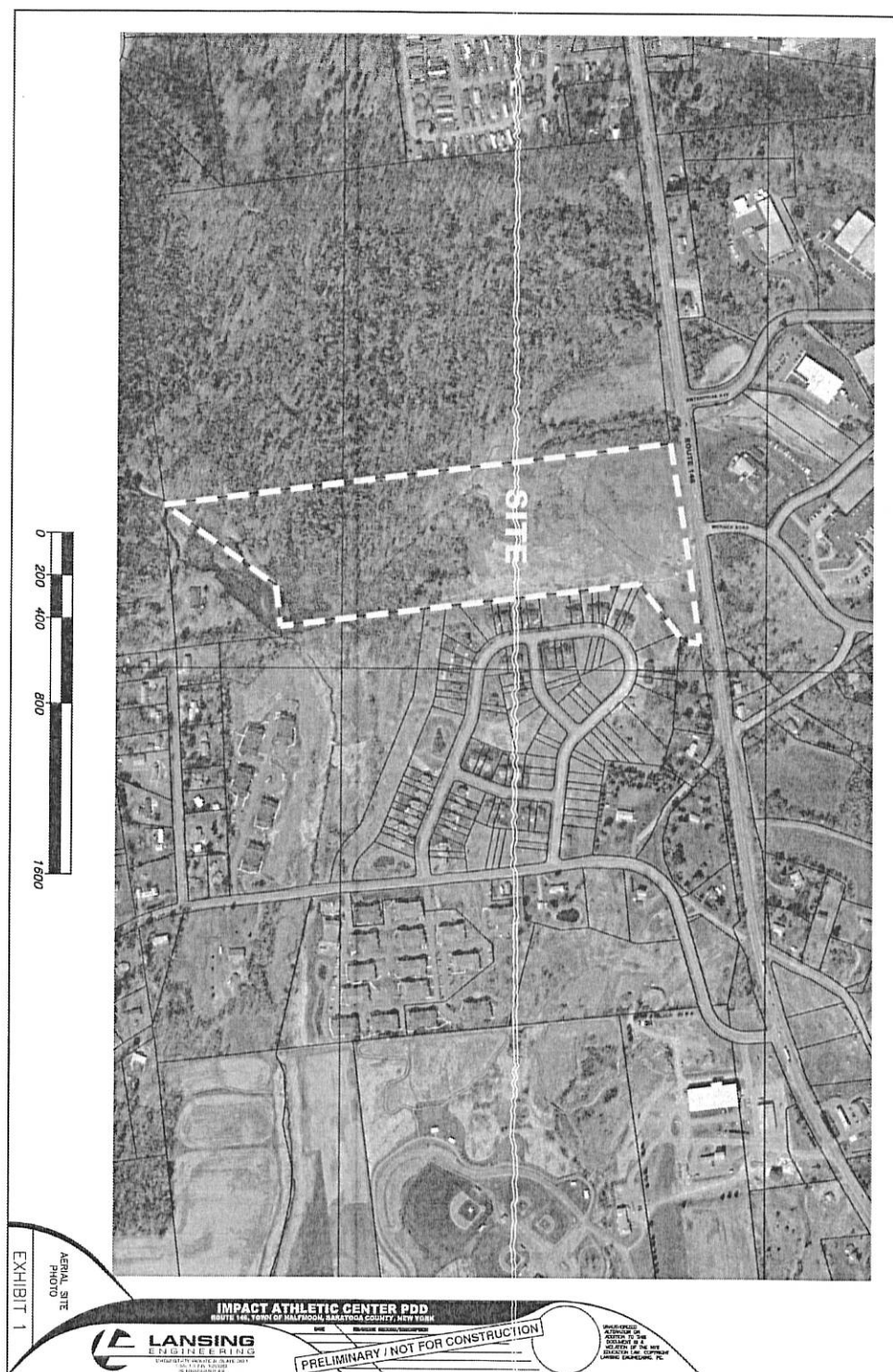
**Offered by Councilman Wasielewski, seconded by Councilman Connors:** Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, Connors, & Catricala

**RESOLVED,** that the Town Board declares negative declaration in accordance to SEQRA

**POLL OF THE BOARD**

<b>Councilman Hotaling</b>	<b>Aye</b>
<b>Councilman Wasielewski</b>	<b>Aye</b>
<b>Councilman Connors</b>	<b>Aye</b>
<b>Councilman Catricala</b>	<b>Aye</b>
<b>Supervisor Tollisen</b>	<b>Aye</b>





## RESOLUTION NO. 178-2020

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 Impact Athletic Center PDD as presented, subject to the final PDD language approved by the Town Attorney.

### POLL OF THE BOARD

Councilman Hotaling	Aye
Councilman Wasielewski	Aye
Councilman Connors	Aye
Councilman Catricala	Aye
Supervisor Tollisen	Aye

**Supervisor Tollisen:** Mr. Bianchino, and I do not know who is with you, but thank you for joining us. Have a good evening.

**Mike Bianchino:** I want to thank the Town Board for your consideration and look forward to working with you. Thank you again.

## **NEW BUSINESS**

### **RESOLUTION NO. 169 -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 May 20, 2020 as presented.

**Resolution introduced by Clerk Bryan**

### **RESOLUTION NO. 170 -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 Zoning Enforcement Officer to review and approve or deny plans for placement of temporary structures upon the businesses current site for a use reasonably related to the current approved use for uses that would qualify as Type II actions pursuant to SEQRA, subject to the review and approval of the Town Supervisor. The Temporary structures may be used through the end of October, are not to be used solely as storage facilities, and must be shown that there will be no negative impact on public safety based upon the proposed use, location, and safety precautions. There shall be no fee for the review, however, there will be an inspection fee required if an inspection is required by State or Local Laws.

**Resolution introduced by Zoning Enforcement Officer Harris**

**Supervisor Tollisen:** This is obviously something that we want to do for our businesses as they are opening up to help further promote our economy.

### **RESOLUTION NO. 171 -2020**

**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 Town Court to enter into a Product Lease Agreement with Quadient Leasing to provide a postage meter, and to authorize the Court to execute any documents necessary to effectuate the Agreement, subject to the review and approval of the Town Attorney.

**Resolution introduced by Justice Suchocki**

### **RESOLUTION NO. 172 -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 Town Supervisor to sign a letter of support for Hudson Valley Community College's growth in Malta to invest in our community, subject to the review and approval of the Town Attorney.  
**Resolution introduced by Supervisor Tollisen**

**RESOLUTION NO. 173 -2020**

**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 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 Town Supervisor has determined that a 2007 Jeep Cherokee 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 Town Supervisor 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 Town Supervisor may dispose of a 2007 Jeep Cherokee 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: June 3, 2020

LYNDA BRYAN, TOWN CLERK  
TOWN OF HALFMOON

**Resolution introduced by Supervisor Tollisen**

**RESOLUTION NO. 174 -2020**

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

**RESOLVED**, that the Town Board hereby authorizes the Supervisor to enter into an agreement with Verizon to provide monthly phone service with a backup circuit for the VOIP phone system and authorizes the Supervisor to execute said agreement, subject to the review and approval of the Town Attorney.



Resolution introduced by Computer Tech Mikol

Councilman Hotaling: Is this a new service or enhancing an old service?

Attorney Murphy: It is the extension of the service that we currently have and the contract expires and we need to have to renew the contract and with no change in the rates.

Councilman Hotaling: Thank you.

**RESOLUTION NO. 175 -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 approves the Comptroller’s Report for the month of April, 2020.

Resolution introduced by Comptroller Hatter

**RESOLUTION NO. 176 -2020**

Offered by Councilman Catricala, 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.

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	\$4,795.50
	Subsidiary: Home & Community Services		
	25-4-2189.00		\$4,795.50
CREDIT:	Appropriations	25-960	\$4,795.50
	Subsidiary: Engineering Contractors Inspections		
	25-5-1440.40		\$4,795.50

Information Only: The above was derived from the following breakdown of charges to be paid on June 4, 2020 Abstract for engineering and related fees.

NAME	AMOUNT
Eastpointe Subdivision	\$2,013.00
J Dunn Group	\$270.00
Impact Athletic Center	\$180.00
Martin Site Plan	\$1,912.50
1620 Route 9 Flex Space	\$420.00
Total	\$4,795.50

A resolution is necessary to re-establish appropriations within the Special Revenue Fund from Recreation Fees in the not to exceed amount of \$41,565.50 (\$313,734.50 spent in 2019) for the Emergency Services First Responders Memorial per resolution nos. 69-2019, 210-2019, 267-2019, 310-2019 and 352-2019.

DEBIT:	Appropriated Fund Balance	25-599	\$41,565.50
CREDIT:	Appropriations	25-960	\$41,565.50
	Subsidiary: Special Recreation Facilities-Parks-Emergency Services		
Memorial			
	25-5-7180.20		\$41,565.50

Supervisor Tollisen:

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

**Councilman Wasielewski:** yes, Mr. Supervisor. I would like to make a motion that the town use MJ Engineering for all of the in house engineering services through December 31, 2021, with the Supervisor having the authorization to review for any conflicts

**RESOLUTION NO. 179-2020**

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

**RESOLVED**, that the Town Board approves using MJ Engineering for all of the in house engineering services beginning July 1, 2020 through December 31, 2021, with the Supervisor having the authorization to review for any conflicts and continuation of services, subject to the review and approval of the Town Attorney.

**POLL OF THE BOARD**

Councilman Hotaling	Aye
Councilman Wasielewski	Aye
Councilman Connors	Aye
Councilman Catricala	Aye
Supervisor Tollisen	Aye

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 7:25 pm.

**Respectfully Submitted,**

**Lynda A. Bryan, Town Clerk**