

The December 7, 2022, meeting was called to order at 7:00 pm by Town Supervisor Tollisen in the A. James Bold Meeting Room with the following members present:

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

FARMER’S MARKET: Every Wednesday from 3-6 in the Town Hall Foyer. Come visit our local farms, crafters, and vendors that will be on hand every week.

AN EVENING WITH MRS. CLAUS AND FRIENDS, Hear Christmas stories told by Mrs. Claus and get Cookies & Milk from her Friends! Friday, December 16th from 6-8pm in the Town Hall Foyer.

TOWN MEETINGS:

Town Board Meetings: 1st & 3rd Wednesday of month at 7:00pm. Pre-meeting at 6:15 pm

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 6:15 pm (If the Holiday falls on a Monday, the meeting will be held on the next day, Tuesday).

PUBLIC COMMENT (for discussion of agenda topics)

REPORTS OF BOARD MEMBERS AND TOWN ATTORNEY

Kevin J. Tollisen (Town Supervisor) Excused

Paul Hotaling (Deputy Town Supervisor): (1) Chair of Personnel Committee (2) Ethics Committee, (3) Liaison to Trails and Open Space Committee (4) Chair of Infrastructure & Safety (Water, Highway, Building & Maintenance) (5) Co-Chair for Character Counts

I would like to thank everybody for their hard work this weekend in all the events we had. It was a lot of fun for all! The Memorial Service Sunday night was beautiful. Between water main breaks, trees falling in the roads, our staff has really done a great job and I want to thank everyone of them.

Our Senior Express delivered 445 meals to our seniors who no longer drive and 527 rides to doctor appointments and grocery shopping. That is quite an accomplishment on our town staff with everyone pitching in.

John Wasielewski (Town Board Member): (1) Liaison to Planning Board, (2) Chair of Committee of Emergency Services and Public Safety, (3) Liaison to Animal Control and related services

I would just like to remind residents that this coming Tuesday the 13th are the elections in every Fire Departments for Fire Commissioners. These are very important positions within every fire department they control the tax dollars raised and spent for individual fire districts. Please remember to go out and vote this coming Tuesday, December 13th. That is all that I have, thank you.

Jeremy Connors (Town Board Member): (1) Liaison to Zoning Board; (2) Liaison to Trails and Open Space Committee, (3) Chair of Business and Economic Development Committee (4) Chair for Not For Profit Organizations

Thank you, Deputy Supervisor. Just a quick note of remembrance, it is the 81st memorial of Pearl Harbor Day to remember the 2,403 lives that were lost in 1941 when the Japanese placed a surprise attack on Pearl Harbor. I just want to make note of that today.

Congratulations to everyone who put so much work to make so many smiles this weekend. It was a magical weekend. The Memorial Tree Lighting is always well attended and the Mechanicville High School Choir and St. Luke's on the Hill did a fantastic job bringing holiday cheer to so many who need it at this time. Kudo's to the town employees and the Celebrations volunteers for all their hard work. Thank you.

Eric Catricala: (1) Co-Liaison to Planning Board, (2) Co- Chair of Business and Economic Development Committee (3) Chair for Parks and Athletic Organizations, (4) Chair for Recreation (5) Co-Chair for Character Counts

The Memorial Tree Lighting Ceremony on Sunday was wonderful. The weather cooperated and I wasn't as cold as previous years. We could not have picked two better people to be honored this year for all the things they have done in their lifetime for this town. Thank you.

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

Thank you. This past Saturday the Saratoga County History Center had an author event for this year's book "More Saratoga County Stories" at the Grooms Road Tavern. The book has 68 articles written by local Historians about their town and our Mott story is one of the featured articles. Books signed by the authors are available at my office with all proceeds going to Brookside Museum.

Also, tomorrow evening we are having a Christmas party for the seniors at the center. After the party, we will be taking three busses up to the Quick Response Light Show. This is always a fun event!

Dana Cunniff (Receiver of Taxes): (1) Chair of Committee on Residents Relations

Lyn Murphy, Esq., (Town Attorney) Please note that Supervisor Tollisen and Deputy Town Attorney Drobny are excused this evening for situations beyond their control.

Cathy Drobny, Esq. (Town Attorney) Excused

Deputy Supervisor Hotaling: I would like to highlight, our previous Supervisor Mr. DeVoe and his wife Vaughn, they were definitely a staple in our community. They

helped build this town and kept it as a family atmosphere and with family values. I wanted to thank them and their family.

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. **Senior Express** **Total # Meals – 445** **Total # Rides – 527**
2. **Building Permits**
Total # Permits – 46 **Total Fees Submitted to the Supervisor - \$18,864.00**
3. **Fire Inspections**
Total # Inspections – 69 **Total Fees Submitted to the Supervisor - \$4,750.00**
4. **Town Justice Suchocki**
Total # Cases – 119 **Total Fees Submitted to the Supervisor - \$16,100.00**

DEPARTMENT MANAGER MONTHLY REPORTS – (Can be viewed at the Town Clerk's Office) Town Clerk, Receiver of Taxes, Water Department, Highway Department, Planning Department, Building & Code Enforcement, , Buildings & Grounds, Animal Control

CORRESPONDENCE

1. **Received** from the Town Planning Board Resolutions approved at the November 14, 2022 meeting: Sign Applications for Graybar Electric, 2 Werner Road and for Extra Space Storage, 1406A Route 9, Approval of a Change of Use/Tenant Applications for Trucking Association of New York, 3 Corporate Drive, for Care Access Lyme Disease Study, 7 Parkford Drive and for Skinkle Construction, Farm to Market Storage Center, 40 Farm to Market Road, for an Upgrade of Telecommunications Equipment for Verizon Wireless, 7 Vosburgh Road, for a Minor Subdivision for the Lands of Greene Subdivision, 217 Fellows Road, for Approval of a Minor Subdivision (Lot-Line Adjustment) for the Staniak Subdivision, 26 Staniak Road and DENIAL of a Site Plan Application for the Toyota Service Building Addition, 2002 NYS Route 146.

Received & Filed

2. **Received** from Dorothy Gaydos, an Election Inspector, a thank you letter for making working the elections a pleasure.

Received & Filed

3. **Received** from the Halfmoon Fire District #1 (Hillcrest), notification of their Annual Fire District Election to be held on December 13, 2022, between 6:00pm-9:00pm at the Hillcrest Fire Station, 145 Pruyn Hill Road, Mechanicville, NY to elect one (1) Commissioner for a five (5) year term commencing on January 1, 2023 and ending December 31, 2027.

Received & Filed

4. **Received** from the Clifton Park - Halfmoon Fire District #1, notification of their Annual Fire District Election to be held on December 13, 2022, between 6:00pm-9:00pm at the Clifton Park Fire House located at 38 Old Route 146, Clifton

Park, NY to elect one (1) Commissioner for a five (5) year term commencing on January 1, 2023 and ending December 31, 2027 and one (1) Commissioner to complete a five (5) year term ending on December 31, 2025.

Received & Filed

5. **Received** from the Building, Planning & Development Coordinator Harris, notification that the Halfmoon Planning Board is in receipt of a Special Use Permit application (22.181) for the Stone Management, proposed at 428 Hudson River Road.

Received & Filed

6. **Received** from the Halfmoon-Waterford Fire District No.1 notification that they will be holding the Commissioners Election on December 13, 2022, from 6:00 – 9:00 P.M. at the Firehouse location at 315 Middletown Road, Waterford NY.

Received & Filed

7. **Received** from Cracker Barrel Old Country Store, the 30-day notice that they intend to submit a Class Change Application to the NY State Liquor Authority to change their license from a Restaurant Wine license to an On Premises license.

Received & Filed

8. **Received** from the West Crescent Fire District, notification of their Annual Fire District Election to be held on December 13, 2022, between 6:00pm-9:00pm at the West Crescent Fire Department at 1440 Crescent Road, Halfmoon, NY to elect one (1) Commissioner for a five (5) year term commencing on January 1, 2023 and ending December 31, 2027 and one (1) Commissioner to complete a five (5) year term ending on December 31, 2023.

Received & Filed

9. **Received** from the NYS Canal Corporation notification that they as Lead Agency, has completed the Final Generic Environmental Impact Statement document for the Barge Canal Earthen Embankment Integrity Program and releasing a Guidebook that can be found at <https://www.nyscanalintegrity.org>

Received & Filed

OLD BUSINESS

RESOLUTION NO. 334-2022

Offered by Councilman Connors, seconded by Councilman Wasielewski: Approved by the vote of the Board: Ayes: Hotaling, Wasielewski, Connors, & Catricala
Resolution Introduced by Highway Superintendent Bryans

WHEREAS, the Town Board of the Town of Halfmoon has previously approved a project to do improvements to the Town of Halfmoon Highway garage based upon the recommendation of the Highway Superintendent and the Engineer for the Town on this project, C.T. Male Associates, to improve the safety and functionality of the Town Highway Garage; and

WHEREAS, the project involved letting bids to determine the apparent low bidder; and

WHEREAS, C.T. Male Associates have determined that Gallo Construction is the apparent low bidder for the Project after the addition of alternatives 1-3 and the deducts 4-5 with a total bid of \$1,692,400.00 and recommends that the Town proceed with the Project and award Contract No. 1-General Construction to Gallo Construction;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Town Board of the Town of Halfmoon hereby awards the bid for the general construction for the improvements to the Town Highway Garage to Gallo Construction and authorizes the Supervisor to execute any and all necessary documents to proceed with this project, subject to the review and approval of the Town Attorney.

Deputy Supervisor Hotaling: I want to thank the Highway Superintendent, staff and everybody who worked on this. It is a much needed improvement for our town and will be put to great use.

RESOLUTION NO. 335-2022

Offered by Councilman Connors, seconded by Councilman Wasielewski: Approved by the vote of the Board: Ayes: Hotaling, Wasielewski, Connors, & Catricala
Resolution Introduced by Highway Superintendent of Highways Bryans

WHEREAS, the Town Board of the Town of Halfmoon has previously approved a project to do improvements to the Town of Halfmoon Highway garage based upon the recommendation of the Highway Superintendent and the Engineer for the Town on this project, C.T. Male Associates, to improve the safety and functionality of the Town Highway Garage; and

WHEREAS, the project involved letting bids to determine the apparent low bidder; and

WHEREAS, C.T. Male Associates have determined that JW Danforth is the apparent low bidder for the plumbing aspect of the Project after the addition of alternatives 1-2 with a total bid of \$231,400.00 and recommends that the Town proceed with the Project and award Contract No. 2-Plumbing to JW Danforth;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Town Board of the Town of Halfmoon hereby awards the bid for the plumbing for the improvements to the Town Highway Garage to JW Danforth and authorizes the Supervisor to execute any and all necessary documents to proceed with this project, subject to the review and approval of the Town Attorney.

RESOLUTION NO. 336-2022

Offered by Councilman Wasielewski, seconded by Councilman Catricala: Approved by the vote of the Board: Ayes: Hotaling, Wasielewski, Connors, & Catricala
Resolution Introduced by Highway Superintendent of Highways Bryans

WHEREAS, the Town Board of the Town of Halfmoon has previously approved a project to do improvements to the Town of Halfmoon Highway garage based upon the recommendation of the Highway Superintendent and the Engineer for the Town on this project, C.T. Male Associates, to improve the safety and functionality of the Town Highway Garage; and

WHEREAS, the project involved letting bids to determine the apparent low bidder; and

WHEREAS, C.T. Male Associates have determined that Stilsing Electric is the apparent low bidder for the electrical aspect of the Project after the addition of alternatives 1-2 with a total bid of \$129,500.00 and recommends that the Town proceed with the Project and award Contract No. 4-Electrical to Stilsing Electric;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Town Board of the Town of Halfmoon hereby awards the bid for the electrical for the improvements to the Town Highway Garage to Stilsing Electric and authorizes the Supervisor to execute any and all necessary documents to proceed with this project, subject to the review and approval of the Town Attorney.

RESOLUTION NO. 337-2022

Offered by Councilman Wasielewski s, seconded by Councilman Connors: Approved by the vote of the Board: Ayes: Hotaling, Wasielewski, Connors, & Catricala
Resolution Introduced by Highway Superintendent of Highways Bryans

WHEREAS, the Town Board of the Town of Halfmoon has previously approved a project to do improvements to the Town of Halfmoon Highway garage based upon the recommendation of the Highway Superintendent and the Engineer for the Town on this project, C.T. Male Associates, to improve the safety and functionality of the Town Highway Garage; and

WHEREAS, the project involved letting bids to determine the apparent low bidder; and

WHEREAS, C.T. Male Associates have determined that JW Danforth is the apparent low bidder for the HVAC aspect of the Project after the addition of alternatives 1-2 with a total bid of \$186,500.00 and recommends that the Town proceed with the Project and award Contract No. 3-HVAC to JW Danforth;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Town Board of the Town of Halfmoon hereby awards the bid for the HVAC for the improvements to the Town Highway Garage to JW Danforth and authorizes the Supervisor to execute any and all necessary documents to proceed with this project, subject to the review and approval of the Town Attorney.

NEW BUSINESS

RESOLUTION NO. 338-2022

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

RESOLVED, that the Town Board approves the minutes of Town Board Meeting of November 16, 2022, as presented.

RESOLUTION NO. 339-2022

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

Resolution Introduced by Personal Computer Technician Mikol

RESOLVED, that the Town Board authorizes the Supervisor to authorize payment to Dell Inc. in the not to exceed amount of \$14,357.07 for the Microsoft Office 365 renewal for 2023 pursuant to NYS Contract #PS68202 and authorize the Supervisor to execute any documents necessary to effectuate the payment, subject to the review and approval of the Town Attorney.

RESOLUTION NO. 340-2022

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

RESOLVED, that the Town Board authorizes the Supervisor to enter into an agreement with General Control Systems Integration Service (GCS) to provide upgrades to the CPU of the SCADA system at the Water Department in the not to exceed amount of \$14,840.00 subject to the review and approval of the Town Attorney.

Deputy Supervisor Hotaling: The SCADA system was used to run the water plant and it has been a great tool to the town.

RESOLUTION NO. 341-2022

Offered by Councilman Connors, seconded by Councilman Wasielewski: Approved by the vote of the Board: Ayes: Hotaling, Wasielewski, Connors, & Catricala
Resolution Introduced by Supervisor of Buildings and Grounds Maiello

RESOLVED, that the Town Board hereby authorizes the Supervisor to enter into an agreement with MJ Engineering and Land Surveying, P.C., to provide professional services associated with the post-closure monitoring and inspection of the Town's closed landfill, located on Lower Newtown Road in accordance with the proposal dated 11/22/2022, in the not to exceed amount of \$6,700.00, and hereby authorizes the Supervisor to execute said agreement, subject to the review and approval of the Town Attorney.

Deputy Supervisor Hotaling: Ms. Murphy, is this for the year 2023 correct?

Town Attorney Murphy: No, this is for this year, 2022.

RESOLUTION NO. 342-2022

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

RESOLVED, that the Town Board authorizes the Supervisor to enter into a contract with Sendtek Inc. for the lease of the postage-mailing machine for the Town of Halfmoon for a 63-month contract period at \$60.00 per month, with the first three months free, commencing January 1, 2023, per the review and approval of the Town Attorney.

RESOLUTION NO. 343-2022

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

Resolution Introduced by Comptroller Hatter

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: Revenues 25-980 \$25,705.00
 Subsidiary: Home & Community Services
 25-4-2189.00 \$25,705.00

CREDIT: Appropriations 25-960 \$25,705.00
 Subsidiary: Engineering Contractors Inspections
 25-5-1440.40 \$25,705.00

Information Only: The above was derived from the following breakdown of charges to be paid on December 8, 2022, Abstract for engineering and related fees.

NAME	AMOUNT
1-4-6 Marketplace PDD	\$1,612.50
Saratoga County Sewer SWPPP	\$620.00
Twin Bridges Eco Park Plan	\$160.00
Betts Farm	\$23,312.50
Total	\$25,705.00

A resolution is necessary to increase appropriations within the Capital Projects Fund for the Highway Garage Improvements project due to bid results awarded on this date.

DEBIT: Revenues 35-980 \$269,083
 Subsidiary: Interfund Transfers
 35-4-5031 \$269,083

CREDIT: Appropriations 35-960 \$269,083
 Subsidiary: Garage- Highway Improvements
 35-5-5132.21 \$269,083

Create budgetary accounts from Town of Halfmoon General Fund:

DEBIT: Unappropriated Fund Balance 10-911 \$269,083

CREDIT: Appropriations 10-960 \$269,083
 Subsidiary: Transfer to Capital Projects
 10-5-9950.90 \$269,083

The following creation is necessary in the Landfill Post-Closure Care Capital Fund per Resolution #341-2022 approved on this date, authorizing MJ Engineering and Land Surveying, P.C. to perform annual Environmental Monitoring Services at the Town Landfill site in accordance with NYSDEC approved Post-Closure Monitoring & Maintenance per the operations manual in the not to exceed of \$6,700. This creation will set up one year of funding in Post-Closure Care Capital Fund. Monies from the Post-Closure Care Reserve Fund will fund these expenditures.

DEBIT: Appropriated Reserves 40-511 \$6,700

CREDIT:	Appropriations	40-960	\$6,700
	Subsidiary: PC Landfill Capital Outlay		
	40-5-8160.20		\$6,700

A resolution is necessary to **close** the project budgetary accounts for the Erie Canal Towpath Link Project. The Town of Halfmoon planned to design and construct a trail to close the existing gap in the Town’s Erie Canal Towpath Link. The project was to be funded by the Recreational Trails Program (RTP), a federal-aid program of the U.S. Department of Transportation’s Federal Highway Administration (FHWA) with the remainder from Rec Fees held in the Special Revenue Fund per resolution dated 4/21/2021. Due to the increase in project costs, the Town is not in a position at this time to continue with the project as currently approved given the Recreational Trails Program grant guidelines. The balance in the Capital Projects fund plus any interest earned will be returned to Rec Fees held in the Special Revenue Fund.

DEBIT:	Appropriations	35-960	\$301,250.00
	Subsidiary: Special Recreation Facilities- Erie Canal Towpath Link		
	35-5-7180.24		\$301,250.00

CREDIT:	Estimated Revenues	35-510	\$301,250.00
	Subsidiary: Federal Aid, Other Culture and Recreation Aid		
	35-4-4889.00		\$241,000.00
	Subsidiary: Interfund transfers		
	35-4-5031.00		\$ 60,250.00

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 Wasielewski and seconded by Councilman Connors, the meeting was adjourned at 7:10 pm.

Respectfully Submitted,

Lynda A. Bryan, Town Clerk