

The February 19, 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.

Ziti Dinner Fundraiser will be held on February 27th at the Halfmoon Senior Center from 4:30pm – 7pm for the Town of Halfmoon Character Counts Program. You can get your tickets at the Town Clerk’s Office. Adults \$9.00, Senior’s \$7.00, and Children under 10 \$5.00.

Two Towns - One Book Event, Getting to Know Capital Roots, is scheduled for Sunday, March 8, 2020, at 2:00 pm in the Program Rooms at the Clifton Park-Halfmoon Public Library, 475 Moe Road

Winter Farmer’s Market: Wednesday’s through May 27th inside Town Hall from 3:00pm-7:00pm. Come and check out many wonderful vendors!

Spring Cleanup Dates for Town Residents: April 14, 17, 18, 21, 24, and 25. Tues. 8am- Noon, Fri. Noon-5pm and Sat. 8am-3pm. Fees are as follows: \$5 per car load, \$10 per truck or van load, \$10 per trailer load, U-Haul type vehicles will be charged accordingly and regular household garbage will be charged the normal rate.

Paper Shredding Date: 3M Document Destruction will be held on Saturday, May 2nd from 9am-11am at the Transfer Station, 322 Route146. Residents are encouraged to bring a maximum of 3 bags/boxes to shred. There is no cost for shredding, but you are asked to bring at least one canned item per bag/box for donation to a local 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).

Board of Assessment Review: 4th Tuesday in May

Senior Center Business Meeting: 1st Wednesday of month at 1:00 pm

Halfmoon Historical Society: Last Tuesday of month at 7:00 pm starting March

Trails & Open Space Committee: 2/18, 4/20, 5/18, 7/20, 9/21, and 11/16

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)

Some of our Town employees have just returned from the Association of Towns Meeting in NYC. While we were at the meeting, the Town of Halfmoon received an award from NYMIR. Out of 900 members the Town of Halfmoon received the Risk and Responsibility Award for 2020. So congratulations to the Town of Halfmoon, to all of our Department Managers and town staff for the great job that they do. I am incredibly proud of the job they do and they certainly deserve this accolade so thank you to everyone.

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

Ziti Dinner Fundraiser will be held on February 27th at the Halfmoon Senior Center from 4:30pm – 7pm. The proceeds are to benefit the Town of Halfmoon Character Counts Program. Last year we were able to give 40-50 kids scholarships to attend the summer program. Also, the Recreation Department is now taking applications for employment for the summer program for anyone interested.

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

I have no report this evening, thank you Mr. Supervisor

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. Baseball and Softball signups are starting to begin even with the snow on the ground. These are great programs for our youth.

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, thank you.

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

I have no report this evening, thank you.

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

Lyn Murphy, Esq., (Town Attorney)

I have no report this evening, thank you.

Cathy Drobny, Esq. (Town Attorney)

I have no report this evening, thank you.

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 –

DEPARTMENT MANAGER MONTHLY REPORTS – (Can be viewed at the Town Clerk's Office) Planning, Code Enforcement, Receiver of Taxes

CORRESPONDENCE

1. **Received** from the Town Planning Board Resolutions approved at the February 10, 2020 meeting: Change of Use/Tenant Application for Tea Plus, 1683 Route 9 (St. John's Plaza), for Renewal of the Site Plan Approval for the 413 Route 146 Office Building, 413 Route 146 and for Hoffman's Car Wash, 1589 Route 9.

Received & Filed

2. **Received** from the Town Zoning Board of Appeals Resolutions approved at the February 3, 2020 meeting: Area Variance for Calarenza Single-Family home addition, 28 Manchester Drive.

Received & Filed

3. **Received** from New York Municipal Insurance Reciprocal (NYMIR), a letter announcing that the Town of Halfmoon has been selected to receive the NYMIR 2020 Risk Management Award. This annual award is given in recognition of a town's incorporating safety and risk management into its operation at all levels and creating a culture of safety.

Received & Filed

4. **Received** from Snyder's Restaurant and Pub, LLC, 1717 Route 9, notification of their intent to apply for an Alcohol Beverage License to serve wine, beer and cider.

Received & Filed

5. **Received** from Kathy Dougherty a letter of resignation as Account Clerk Typist effective February 28, 2020.

Received & Filed

OLD BUSINESS

NEW BUSINESS

RESOLUTION NO. 83-2020

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

Resolution introduced by Town Clerk Bryan

RESOLVED, that the Town Board approves the minutes of Town Board Meeting of February 5, 2020 as presented.

RESOLUTION NO. 84-2020

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

Resolution introduced by Deputy Supervisor Hotaling

RESOLVED, that the Town Board authorizes the Deputy Supervisor to place the 2007 Ford F-350 from the Senior Express on Auctions International as the town no longer has a need for the equipment.

RESOLUTION NO. 85-2020

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

Resolution introduced by Town Clerk Bryan

RESOLVED, that the Town Board hereby schedules a Public Hearing for the March 4, 2020, Town Board meeting in the A. James Bold Room, at 7:00 pm or as soon thereafter as the agenda allows, discussing amending the local law as it relates to notifications of defects on the recommendation of NYMIR.

RESOLUTION NO. 86-2020

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

Resolution introduced by Highway Superintendent Pingelski

RESOLVED, that the Town Board authorizes the Town Supervisor to solicit bids for Truck Ultra Low Diesel Fuel, Unleaded Regular Gasoline and Kerosene (Diesel/Kerosene Blend) for Town departments for fuel effective May 1, 2020 through April 30, 2021 to be received in the Town Clerk's Office by 1:00 pm on March 17, 2020, the sealed bids received shall be publicly opened and read aloud at that time.

RESOLUTION NO. 87-2020

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

Resolution introduced by Town Assessor Zarelli

RESOLVED, that the Town Board authorizes the Town Supervisor to provide an allocation of \$400 per year for clothing and for safety footwear for all full time employees in the Assessor's office who are mandated by their job description to engage in outdoor field work. Part time employees who are mandated to engage in outdoor field work may also receive Town of Halfmoon clothes and safety footwear, if necessary, every two years, upon prior approval of the Town Supervisor. All purchases except footwear and pants shall be embroidered with the Town of Halfmoon insignia unless written authorization is received from the Department Manager to waive the insignia.

RESOLUTION NO. 88-2020

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

Resolution introduced by Town Supervisor Tollisen

RESOLVED, that the Town of Halfmoon has applied for financial assistance from the New York State Office of Parks, Recreation and Historic Preservation ("OPRHP") under the Recreational Trails Program for the purpose of funding the development of the Erie Canal Towpath Link project; and

RESOLVED, that the Town of Halfmoon is authorized and directed to accept these grant funds in an amount not to exceed \$145,000.00 for the project described in the grant program; and

RESOLVED, that the Town of Halfmoon is authorized and directed to accept to the terms and conditions of the Master Contract with OPRHP for the Erie Canal Towpath Link project; and

RESOLVED, that the Town of Halfmoon is authorized and directed to agree to the terms and conditions of any required deed of easement granted to OPRHP that affects title to real property owned by the municipality and improved by the grant funds, which may be a duly recorded public access covenant, conservation easement, and/or preservation covenant; and

RESOLVED, that the governing body of the municipality delegates signing authority to execute the Master Contract and any amendments thereto, any required deed of easement, and any other certifications to the Town Supervisor.

RESOLUTION NO. 89-2020

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

RESOLVED, that the Town Board authorizes the Highway Department to purchase a 2020 Ford F-550 truck off of the Onondaga County Bid #ONGOV-016-19-2020 Quote # 30206 in the not to exceed amount of \$46,653.36 from Van Bortel Ford 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. 90-2020

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

RESOLVED, that the Town Board authorizes the Highway Department to purchase a plow package off of Sourcewell contract #080818-VCM Quote # 80786 in the not to exceed amount of \$59,537.50 from Viking Cives 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. 91-2020

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

WHEREAS, the Town Board previously awarded the construction contract for the First Responders Memorial/Abele Park upgrades to Bast Hatfield Construction, LLC, with a substantial completion date of October 31, 2019; and

WHEREAS, on January 13, 2020, Weston & Sampson, PE, LS, LA, PC, the Engineer for the Town of Halfmoon for the First Responders Memorial/Abele Park upgrades prepared Change Order #2 to reflect an increase in payment to Bast Hatfield Construction, LLC, in the amount of \$1,017.00 for the Project; and

WHEREAS, Weston & Sampson, PE, LS, LA, PC as the Engineers on the project recommends approval of Change Order #2; and

NOW THEREFORE, BE IT

RESOLVED, that the Supervisor is hereby authorized to sign Change Order #2 to increase the cost of the First Responders Memorial/Abele Park upgrades by \$1,017.00 as prepared and recommended by Weston & Sampson, PE, LS, LA, PC, subject to the review and approval of the Town Attorney.

RESOLUTION NO. 92-2020

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

RESOLVED, that that the Town Board hereby authorizes the Supervisor to enter into an agreement with Via Aquarium for admission to Via Aquarium for the Summer Recreation Program on July 1, 2020, in the not to exceed amount of \$1,500.00, and hereby authorizes the Supervisor to execute said agreement, subject to the review and approval of the Town Attorney.

RESOLUTION NO. 93-2020

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

RESOLVED, that that the Town Board hereby authorizes the Supervisor to enter into an agreement with Dave & Buster's for a Youth Playoff Party Package, Youth Playoff Package Power Card, Area Rental and Unlimited Video Game Play Add-On for the Summer Recreation Program on July 7, 2020, in the not to exceed amount of \$2,709.00, and hereby authorizes the Supervisor to execute said agreement, subject to the review and approval of the Town Attorney.

RESOLUTION NO. 94-2020

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

RESOLVED, that the Town Board authorizes the Supervisor to renew an Agreement with County Waste to provide disposal privileges for household garbage, construction and demolition material and vehicle tires for the Town of Halfmoon at the current rate for an additional one (1) year period and to authorize the Supervisor to execute any documents necessary to effectuate the Agreement, subject to the review and approval of the Town Attorney.

RESOLUTION NO. 95-2020

Offered by Councilman Connors, seconded by Councilman Wasielewski: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, Connors, & Catricala
Building, Planning Development Coordinator Harris

RESOLVED, that the Town Board authorizes the Town Supervisor to sign a Deed Covenant for storm water management system maintenance with Graybar Electric

Company, Inc. located at 2 Werner Road in the Town of Halfmoon, subject to the review and approval of the Town Attorney.

RESOLUTION NO. 96-2020

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

RESOLVED, that the Town Board hereby appoints Paula Wait as a full time Senior Account Clerk Typist in the Comptroller's Office at Grade 3 Step Base, Pay \$18.49/hr., subject to successful completion of all pre-employment testing.

Supervisor Tollisen: Paula is with us this evening. Congratulations Paula and welcome aboard!

RESOLUTION NO. 97-2020

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

RESOLVED, that the Town Board acknowledges that the required audit was conducted by the Comptroller's office in compliance with Section 2019-a of the Uniform Justice Court Act for the Justice Court records for fiscal year ending December 31, 2019.

RESOLUTION NO. 98-2020

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

RESOLVED, that the Town Board authorizes the Supervisor to enter into an Agreement with Auctions International, Inc. to provide their professional skills, knowledge, and experience to the best advantage of both parties in preparing for and conducting online sales for the Town of Halfmoon at no cost to the Town of Halfmoon, and to authorize the Supervisor to execute any documents necessary to effectuate the Agreement, subject to the review and approval of the Town Attorney.

Councilman Hotaling: Auctions International is a great program for the town to sell equipment that is no longer needed.

RESOLUTION NO. 99-2020

Offered by Councilman Connors, seconded by Councilman Hotaling: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, Connors, & Catricala
Resolution introduced by Building & Grounds Supervisor Maiello

RESOLUTION NO. 99-2020

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 Personal Computer Tech has determined that phones previously utilized by the Town currently being stored in the basement of the Justice building 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 Personal Computer Tech 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 phones previously utilized by the Town may be disposed of by placing them 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: February 19, 2020

LYNDA BRYAN TOWN CLERK
TOWN OF HALFMOON

RESOLUTION NO. 100-2020

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

RESOLVED, that the Town Board authorizes the Supervisor to enter into an Agreement with Bounce Around to provide various equipment on 5 different dates through the Recreation Program for the Town of Halfmoon for a cost in the not to exceed amount of \$2,249.00, and to authorize the Supervisor to execute any documents necessary to effectuate the Agreement, subject to the review and approval of the Town Attorney.

RESOLUTION NO. 101-2020

Offered by Councilman Connors, seconded by Councilman Wasielewski: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, Connors, & Catricala
Resolution introduced by Building & Grounds Supervisor Maiello

RESOLVED, that the Town Board hereby authorizes the Town Supervisor to enter into an agreement with Halfmoon Baseball for the 2020 season to provide for a recreation baseball program and to execute any documents necessary to effectuate the Agreement, subject to the review and approval of the Town Attorney.

Councilman Hotaling: Does the agreement have to be signed before they can use the fields?

Attorney Murphy: Yes, it does. They cannot use the ball fields until the agreement is signed.

RESOLUTION NO. 102-2020

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

Resolution Introduced by Recreation Director MacNeil

Resolution that the Town Board hereby authorizes the Supervisor to enter into an agreement with Mad Science for a Workshop at the Clubhouse for the Summer Recreation Program on July 24, 2020, in the not to exceed amount of \$450.00, and hereby authorizes the Supervisor to execute said agreement, subject to the review and approval of the Town Attorney.

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 7:17 pm.

Respectfully Submitted,

Lynda A. Bryan, Town Clerk