

The July 19, 2023, 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  
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](http://www.townofhalfmoon-ny.gov).

**FARMER'S MARKET:** Every Wednesday from 3-6 in the Abele Memorial Park. 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.

**CONCERT IN THE PARK** – Friday, July 28th at the Stage in the Town Park from 6:30-9:00. Bring your chair and enjoy a concert under the stars!

**MOVIE NIGHT IN THE PARK** – Friday, August 11<sup>th</sup> in the Town Park near the Parks Building starting at dusk 8-8:30. This is a FREE event! We provide popcorn and a special themed giveaway. Come and bring the kids and start the SUMMER FUN!

**CHICKEN BBQ DINNER** – Sons of the American Legion Squadron #1450 on Saturday 12<sup>th</sup> from 4pm – 6pm at \$15pp at the American Legion located at 275 Grooms Road. Eat in or Take Out!

**CONCERT IN THE PARK** – Friday, August 25th at the Stage in the Town Park from 6:30-9:00. Bring your chair and enjoy a concert under the stars!

### TOWN MEETINGS:

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

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

Trails & Open Space Committee: 3<sup>rd</sup> Monday of the 3<sup>rd</sup> month at 7:00 pm unless otherwise announced. (If the Holiday falls on that Monday, the meeting will be held on the next day, Tuesday). The next meeting will be held on 10/16.

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

**REPORTS OF BOARD MEMBERS AND TOWN ATTORNEY**

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

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

I would just like to remind everyone to checkout <https://www.planhalfmoon.com/> for the weekly updates on the Comprehensive Plan Committee. There is a lot of work going on so please check it out.

**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 have no report this evening, Mr. Supervisor.

**Jeremy Connors (Town Board Member):** (1) Liaison to Zoning Board; (2) Chair of Business and Economic Development Committee (3) Chair for Not-for-Profit Organizations, (4) Liaison to Comprehensive Plan Update Committee  
Thank you. Just a few things this evening, Mr. Supervisor.

Thank you, Mr. Supervisor. I just want to Congratulate the Halfmoon Baseball League 12U team, the Halfmoon Mariners! They had a big weekend in Greenwich at the All-Star 12U Tournament and won the whole thing. Congratulations to them! The 10U Team, the Halfmoon Mariners earned a third place! The 9U Mariner's Team made it all the way to the playoffs and congratulations to them as well! It was a big weekend for Halfmoon Baseball!

**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, (6) Liaison to Trails and Open Space Committee

I have nothing this evening.

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

The Town of Halfmoon, in collaboration with the Battles of Saratoga held an event last Tuesday at the Lighthouse Park. It was the 1<sup>st</sup> of 3 Summer Speaker Series along the Hudson River. The evening showcased the rich history of Halfmoon during the American Revolution and highlighted Brookwood Manor, known as the Widow Peebles Tavern during the 1700's. There was a variety of activities including re-enactors, demonstrations, informational tables, 18<sup>th</sup> century toys, games, replica clothing, and the Town provided a picnic dinner. It was an enjoyable evening in a beautiful setting!

On a quieter note, our dear friend Ray Keller, who was honored as a Halfmoon Hero at the May 17<sup>th</sup> Town Board meeting passed away last Thursday. Ray wore many hats throughout his life, that of a Butcher, and Umpire for 35 years, and lastly as our Senior Express Driver. I just saw his obituary and it made me smile. It was perfect.



“Raymond “Ray” Keller has made his final out. It was high and inside. Everyone thinks it was an unfair call, But Ray like he lived his entire life, with patience and grace accepted the Head umpires call, tipped his hat to the people he loved and went quietly off the field.”

I think he hit a Home Run! Ray, all your “Dollies” surely miss you!

**Supervisor Tollisen:** May we have a moment of silence for Ray.

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

**Lyn Murphy, Esq., (Town Attorney)** At this time I would ask the Board to consider passing a resolution to permit the town to submit to the Department of State, for the Local Waterfront Revitalization Program Grant. It is a 25% match of the total project cost. If we get these monies, then we can determine how we want to proceed in the future. It is something that we can ask for additional monies because we already have the plans in place.

**TOWN OF HALFMOON - RESOLUTION #219-2023  
DEPARTMENT OF STATE LOCAL WATERFRONT REVITALIZATION GRANT  
PROGRAM**

The Town of Halfmoon Town Board made a motion to adopt the following Resolution:

**WHEREAS**, the Town of Halfmoon is applying to the Department of State Local Waterfront Revitalization Program (“DOS LWRP”) for a project entitled “Town of Halfmoon LWRP Update”;

**WHEREAS**, the applicant municipality under the DOS LWRP may obtain the approval/endorsement of the governing body of the municipality or municipalities in which the project will be located;

**WHEREAS**, the Department of State, pursuant to the Local Waterfront Revitalization Program Grant regulations requires an applicant to fund up to 25% of the total project cost, pursuant to the grant program;

**WHEREAS**, the Town Board will commit to a local match contribution of cash and in-kind services not to exceed 25% of total project cost;

**NOW, THEREFORE, BE IT RESOLVED** that the governing board of the Town of Halfmoon hereby does approve and endorse the application for a grant application under the Local Waterfront Revitalization Program Grant Program, for a project known as the Town of Halfmoon LWRP Update.

Offered by Councilman Wasielewski    Seconded by Councilman Connors

On the vote:	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Supervisor Tollisen	X			
Councilman Catricala	X			
Councilman Connors	X			
Councilman Wasielewski	X			
Councilman Hotaling	X			

Adopted:

I hereby certify that the above resolution was adopted by the Town Board of the Town of Halfmoon at a regularly scheduled Town Board meeting held on 7/19/2023 and is on file in the Town Clerk’s Office.

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Cathy Drobny, Esq. (Deputy Town Attorney) I have nothing 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. Senior Express Total # Meals – 468 Total # Rides – 513 Total Calls - 555**

**2. Town Justice Suchocki**

**Total # Cases – 127 Total Fees Submitted to the Supervisor - \$16,375.25**

**3. Town Justice Fodera**

**Total # Cases – 152 Total Fees Submitted to the Supervisor - \$19,590.00**

**4. Building**

**Total # Permits – 84 Total Fees Submitted to the Supervisor - \$26,632.00**

**5. Fire Inspections**

**Total # Inspections – 43 Total Fees Submitted to the Supervisor - \$3,650.00**

**DEPARTMENT MANAGER MONTHLY REPORTS – (Can be viewed at the Town Clerk's Office) Highway Department, Receiver of Taxes, Building/Code Enforcement, Zoning Board of Appeals, Animal Control, Buildings & Grounds, Assessor, Recreation Department**

**CORRESPONDENCE**

**1. Received from the Town Planning Board Resolutions approved at the meeting of June 26, 2023 meeting: Approval of a Minor Subdivision for the Park Place on the Peninsula, Minor Subdivision, 2 Towpath Road/Beach Road and for Approval of a Minor Subdivision for the Three Jones Road Subdivision, 3 Jones Road.**

***Received & Filed***

**2. Received from Florence Snell, a very special thank you to Supervisor Tollisen and the Town of Halfmoon for the drive-by parade on her 100<sup>th</sup> birthday!**

***Received & Filed***

**3. Received from Christine Corlew, 5 Oakleaf Drive, in the Mapleridge development, a letter to the Supervisor about her concerns about the Norwood Terrace proposal on Grooms Road.**

***Received & Filed***

**4. Received from Christina Lane, her letter of resignation as Clerk to the Town Justice at the Town Court as of Friday, August 4, 2023.**

***Received & Filed***

5. Received from Gary Frosell, his letter of resignation on the Board of Assessment Review at the end of his term on September 30, 2023.  
*Received & Filed*

**NEW BUSINESS**

**RESOLUTION NO. 215-2023**

Offered by Councilman Wasielewski, seconded by Councilman Connors: 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 July 5, 2023, as presented.

**RESOLUTION NO. 216-2023**

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

**RESOLVED**, that the Town Board approves the Comptroller's Report for the month of June 2023, as presented.

**RESOLUTION NO. 217-2023**

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

**RESOLVED**, authorizing the Supervisor to amend an agreement with Weston & Sampson PE,LS, P.C. for professional services in connection with the Outdoor Recreation Area at the Senior Center Project to increase the not to exceed amount of fifty one thousand five hundred dollars (\$51,500.00) to fifty seven thousand five hundred dollars (\$57,500) representing an increase of \$3,000 to re-bid the project and \$3,000.00 for the change from a pre-engineered building package to a stick built building and to authorize the Supervisor to sign any documentation necessary to complete the work, subject to the review and approval of the Town Attorney.

**RESOLUTION NO. 218-2023**

Offered by Councilman Wasielewski Connors, 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 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	\$21,715.00
	Subsidiary: Home & Community Services		
		25-4-2189.00	\$21,715.00
CREDIT:	Appropriations	25-960	\$21,715.00
	Subsidiary: Engineering Contractors Inspections		
		25-5-1440.40	\$21,715.00

Information Only: The above was derived from the following breakdown of charges to be paid on July 20, 2023, Abstract for engineering and related fees.

NAME	AMOUNT
Brookwood Farm Ph II	\$13,655.00
Creekview Estates Construction	\$6,410.00
Howland Park	\$1,650.00
Total	\$21,715.00

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

**John Mitchell, 6 Melden Court:** We are going to redo the plan for the Waterfront Revitalization program, right?

**Attorney Murphy:** That is part of the process, yes.

**John Mitchell:** This will update that 15-year-old Waterfront Plan

**Supervisor Tollisen:** Correct.

**John Mitchell:** I much appreciate it, thank you.

**Supervisor Tollisen:** That will co-inside with the Comp Plan also

**John Mitchell:** It is very appropriate to get all of these engineering study plans up to date and your steadfastness in doing it. Thank you.

**Supervisor Tollisen:** We appreciate your work on the Trails and Open Space as well.

There being no further business to discuss or resolve on a motion by Councilman Hotaling and seconded by Councilman Wasielewski, the meeting was adjourned at 7:10 pm.

**Respectfully Submitted,**

**Lynda A. Bryan, Town Clerk**