

The November 1, 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

PUBLIC HEARING: 2024 PRELIMINARY BUDGET

Supervisor Tollisen: The first item on the agenda this evening is a public hearing for the 2023 Town of Halfmoon budget. Would anyone like the public hearing notice read? Hearing from no one the public hearing was opened.

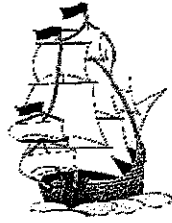
OPEN: 7:02 pm

Supervisor Tollisen: We have now had two budget workshops. One was this evening at 6:15 and the first was two weeks ago before the Board meeting at 6:15.

Supervisor Tollisen read the 2024 Budget Highlights:

Town Supervisor
Kevin J. Tollisen

Town Board
Paul Hotaling
John Wasielewski
Jeremy W. Connors
Eric Catricala



TOWN of HALFMOON

2 HALFMOON TOWN PLAZA
HALEMOON, NY 12065
COUNTY OF SARATOGA

(518) 371-7410 Ext. 2200 • Fax (518) 371-0936

TOWN OF HALFMOON 2024 BUDGET HIGHLIGHTS

TOWN BUDGET HIGHLIGHTS

Historically, the Town of Halfmoon relies on three major sources of revenue for the Town budget, (1) mortgage tax, (2) sales tax and (3) a Highway tax.

This year's Town Budget figures are the result of a number of different statistical data and analysis. The Saratoga County Treasurer provides a Sales Tax Distribution Analysis that uses projected changes in assessment values and equalization rates. The Town Supervisor and Town Budget Officer review actual statistical data of the Town budgets over the past five-year period and then compare it with recent trends to formulate the budget.

NO GENERAL FUND TOWN PROPERTY TAX

This budget marks the 45th consecutive year there is no general fund Town tax to be levied with the residents of the Town of Halfmoon.

GENERAL, HIGHWAY and WATER FUND

There is a \$2/hr. raise budgeted for all year-round Town employees. There are a number of fiscal and financial reasons for the decision. First, this raise is higher than the previous five year plan for employees. This raise is designed to compensate employees for their service, hard work, dedication and to help with the current state of the economy. It is intended to ensure the Town remains competitive with wages and to ensure the Town recruits the best possible candidates for open positions. The continued larger increases to the Town's health insurance premiums also played a significant factor in the Town's decision for an increase. Lastly, this raise takes into account the continued increase in minimum wage which has affected the Town in hiring for entry level positions.

The 2024 budget reflects a substantial increase in the General Fund revenue of \$1.1 million over the 2023 adopted budget amount, the largest increases are the sales tax revenue and interest earnings. We have kept the sales tax revenue rather low in the previous three budget years due to COVID-19 and the unknown future state of the economy. This in fact has led to large increases to the fund balance.

The Highway Fund 2024 revenue increased by \$335,000 over the amended budget for 2023; of which \$175,000 is from the highway tax, \$80,000 from sale of equipment and \$75,000 from interest earned. The Highway Tax rate will increase to \$1.40 per \$1,000 of assessed value up from \$1.315 but will stay under the New York State's property tax cap threshold. This increase for the median price homeowner is approximately \$15.36 per year (\$1.28 per month). The Town will have a total highway tax levy of \$2,259,369 in 2024. The Highway Budget will be supplemented with revenue that will be generated by sales tax, interest and State monies received from DOT programs.

The Water Fund 2024 revenue will increase \$522,579 over the 2023 adopted budget. This factors in a water rate increase to \$5.45 per 1,000 gallons for residential use and \$6.45 per 1,000 gallons for commercial use. The increase includes \$150,000 of Water Reserve money for the purchase of two trucks and \$78,818 from the Water Fund Debt Reserve. The Water Fund Debt Reserve amount is a portion of the 2020 bond premium for the water main extension that is required to be utilized over the ten-year life of the bond.

The general fund appropriation portion of the budget increased \$1.1 million or 14 percent from the 2023 adopted budget. The 2023 budget was very lean at the time of completion last year as the Town was facing continued uncertain financial times. As the Town has seen sales tax continue with substantial increases in 2023 and large interest income from investing in Treasury Bills, the Town is in a good financial position to increase the budget for critical and necessary operations in 2024. Some of the larger increases include \$500,000 to fund a much-needed parking garage to be added to the Town Complex; Parks department equipment; employee raises along with NYS pension contributions.

The Highway fund appropriations increased \$335,000 or 7 percent from the 2023 amended budget. Extensive investment in infrastructure and equipment will continue in 2024 to help ensure the Town roads and equipment continue in accordance with the Town's 20-year capital plan.

The Water fund portion of the budget will increase \$522,579. The aging water infrastructure continually is in need of repair or replacement putting a strain on the operating and maintenance portion of the budget. There will be no increase to the residents for debt retirement which will continue at \$156 per equivalent domestic unit (EDU). The net result will be an estimated \$445,953 that will be transferred to Capital Reserve to help replenish the drawdown for infrastructure improvements in 2023 for Brigantine, Route 9, Route 236 and Northern Sites Water Mains. The Town utilizes water fund reserves for infrastructure projects to enhance the Town's water system.

Overall, the Town budget for 2024 increased \$2,020,113 over the adopted 2023 budget (see categories below). As stated above, this increase is due to many factors, including inflation driving up the cost of essential goods and services. The last three years budgets have been kept to bare minimum without loss of services which has enabled the Town to increase fund balances substantially, setting a good foundation for what the unforeseen future may bring.

Estimated revenue budget increases/decreases by category

| | 2023 | 2024 | Difference | % change |
|----------------------------------|-------------|-------------|-------------|----------|
| Property Tax and Tax Items | \$5,289,682 | \$5,491,978 | \$202,296 | 3.82% |
| Non Property Tax Items | \$7,620,000 | \$8,745,000 | \$1,125,000 | 14.76% |
| Departmental Income | \$4,182,500 | \$4,473,800 | \$291,300 | 6.96% |
| Interest and Miscellaneous | \$360,300 | \$607,500 | \$247,200 | 68.61% |
| Licenses, Permits, Fines & Sales | \$585,325 | \$689,350 | \$104,025 | 17.77% |

| | | | | |
|-----------------------|--------------|--------------|-------------|---------|
| State and Federal Aid | \$1,211,569 | \$1,121,884 | -\$89,685 | -7.40% |
| Reserves | \$88,841 | \$228,818 | \$139,977 | 157.56% |
| TOTAL | \$19,338,217 | \$21,358,330 | \$2,020,113 | 10.45% |

Appropriations budget increases by category

| | 2023 | 2024 | Difference | % change |
|-------------------|--------------|--------------|-------------|----------|
| Personal Services | \$5,377,000 | \$5,871,900 | \$494,900 | 9.20% |
| Equipment | \$1,886,250 | \$2,852,682 | \$966,432 | 51.24% |
| Contractual | \$6,477,823 | \$6,739,762 | \$261,939 | 4.04% |
| Benefits | \$1,915,987 | \$2,192,390 | \$276,403 | 14.43% |
| Debt Service | \$3,246,233 | \$3,255,643 | \$9,410 | 0.29% |
| Water Reserves | \$434,924 | \$445,953 | \$11,029 | 2.54% |
| TOTAL | \$19,338,217 | \$21,358,330 | \$2,020,113 | 10.45% |

PROVIDING NEEDED SERVICES

Our residents continue to use needed services provided by the Town. For example, over 750 seniors actively participate in the Senior Center's educational and recreational programs, along with other services. Nutrition program, Day to Day activities, planned trips and senior van use are important and vital services provided to the seniors.

For our youth, the Summer Recreation Program enrolled 385 children this past summer. The Character Counts program is integrated into the programming for all summer recreation participants who range from first to eighth grade.

The Town partners, with several non-profit organizations, to provide support to Halfmoon children, seniors and families in need. These partnerships include: **Mechanicville Area Community Services Center**, CAPTAIN, YMCA, Center for the Family and Care-Links. The programs offered by these organizations are essential components of our Town as they provide educational, financial, emotional, psychological and other support to those in need.

ECONOMIC UNCERTAINTY CONTINUES TO AFFECT HALFMOON

The national economy continues to present realistic challenges to the Town and our employees. Sales tax figures for the calendar year 2023 to date have been higher than budgeted, therefore the Town has implemented a significant wage increase to help our employees with this economic downturn. The Town is having supply issues with some equipment and will continue to watch budget numbers as the national economy continues to be uncertain during this time.

GRANT FUNDING

The Town continues to aggressively pursue federal, state and other grants. These grant awards have been and will continue to be used for road, sewer, water, energy efficiency improvements, sidewalk, park, trail, recreational, and court projects. These are projects that would have otherwise been funded exclusively by the Town or would have been deferred due to the lack of funds.

BOND RATING

The Town of Halfmoon continues to have a very strong credit rating as reflected by S&P Global Rating Action:

"S&P Global Ratings assigned its 'AA' rating to Halfmoon, N.Y.'s \$6.208 million series 2022 general obligation (GO) public improvement bonds. At the same time, we affirmed its 'AA' rating on the town's GO debt. The outlook is stable."

"The rating reflects our view of Halfmoon's:

- *Very strong economy, with access to a broad, diverse Albany metropolitan statistical area (MSA);*
- *Focus on monitoring budgetary performance with standard financial-management policies and practices under our Financial Management Assessment (FMA) methodology and strong Institutional Framework;*
- *Strong budgetary performance, anchored by sales tax collections and sizeable reserves and liquidity; and*
- *Manageable debt albeit with sizable other postemployment benefits (OPEB).*

Respectfully submitted;

Kevin J. Tollisen
Town of Halfmoon Supervisor

Other than that, the Town budget has stayed the same with respect to the Preliminary Budget. Comptroller Bonnie, the Budget Officer is here with us, and our Deputy Comptroller Laurie is here with us as well. They are the ones who do the hard work 365 days of the year for the town and take every opportunity to save money whenever they can and to earn money for our town taxpayers. As everyone knows, we work for the town residents, they do not work for us, we work for them. We need to be good stewards of our money and thank you to the Comptroller's Office for doing that every single day.

Highway Fund Revenue: shows an increase in the budget. We will continue to purchase vehicles, to invest in infrastructure, paving roads and especially during the winter season making sure that our roads are safe and have plenty of needed supplies to maintain our roads.

Water Fund: The water fund for 2024 is a little bit different. As you know, we have several water projects that we have been doing this year. The water fund must rely

on its own revenue, so there will be an increase in the residential water usage per 1,000 gallons. That increase will account for what we need to balance that budget.

Overall, the town is in very good financial shape. The budget, while it has increased with some services and some new things that we need to do for the town, we will still continue to have a very conservative fiscal budget, save money where we can and do everything, we can for our town residents. Please note that in the budget we will once again partner with our Not-For-Profit organizations, such as CAPTAIN, the YMCA, Center for the Family and CareLinks. These are programs that we use every year. They are what I consider the front line too those who are in need in our town. We are thankful for those organizations that provide a much-needed service.

We are also adding on this year, a \$25,000 stipend to the Mechanicville Area Community Services Center. We have not done it in the past, but in conversations with the Community Center, we find they are actually helping about 140 Halfmoon families in the past year with services and different things. We felt that based upon that statistical information and the good work of the Community Center, that we would add them as another partner in a link to the town residents.

The national economy is one of those things that we cannot predict. The national economy seems to be heading in a certain direction and it can change at any time. So again, understand that while the town has a very robust budget, earnings, and sales tax, we are cognizant of those things and look at these things constantly throughout the year. Our Comptroller runs total each month, look at the analyses to see where we might be short or if there is an issue with anything. During Covid, the Board put a stop to all spending except those things that were critically necessary.

We will continue to do that, continue to seek grant funding, that we have been very successful with, especially with adding to our Trails and Open Space. We have a number of different grants that we are pursuing with sidewalks in different areas and extending the Upper Newtown Road Champlain Canal Trail into Mechanicville and finally get that done. We are working on all of those projects.

Our bond rating, as everyone is aware, is a very strong credit rating with AA credit. We are proud of the work that has been done in the town. So, that is where we are with the town budget. If there are any questions, I would be happy to answer them. Any questions from the Board regarding any items on the budget?

Supervisor Tollisen: Are there any questions or comments from the public?

Darlene McGraw, 4 North Point: Why in 2022 there was \$0 budgeted for the Ethics Board and now for 2023-24 there's \$100 budgeted. Wouldn't it be "ethical" for the Board of Ethics not to get paid for what they should be doing. Aren't they supposed to be the ones making sure people are doing their job and being "ethical" for government officials?

Supervisor Tollisen: That's a good question. The Board of Ethics does not get paid, they are a voluntary operation. However, the \$100 that is put in there is for any expenses that may be incurred by the Ethics Committee for mileage, postage, or anything like that. In any event, it is there as a small budgetary item, but they do not get paid.

Darlene McGraw: OK, that is good because myself and a couple of other people that I spoke with questioned why they were starting to get paid, and I said I might just ask the Town Board as to what is that payment for.

Supervisor Tollisen: They don't get paid and \$100 isn't even going to buy them a chicken sandwich.

Darlene McGraw: I have another question on behalf of someone else that I spoke with. They said that the Comptroller is a high-level accountant, in charge of the numbers provided in the financials, he has himself given a lead accountant a \$29,000 salary increase where the average inflation over the period is below 7%. But the accountant hired by contract, probably with an external CPA firm, only deems 6% increase for their services are needed for the rate of inflation.

Supervisor Tollisen: I do not know if I totally understand that question, but even though we have a comptroller, who takes care of budgetary items and makes sure that what we take in and pay our bills and everything matches and reconciles, we do have an independent auditing firm which is under General Accounting, to come in and review what we are doing, review our standards to make sure we are doing things right. We have an annual audit, and those audits aren't cheap, but again this is taxpayer money, and we want to make sure that we are doing everything on the up and up and make sure that we have checks and balances in place. So therefore, that is why we have those things in place.

Darlene McGraw: I will make sure to let the person know. They just asked me to bring this up.

Supervisor Tollisen: No, no problem, and whoever that person is, if they have a question, they can certainly call my office and I will be happy to answer it.

Darlene McGraw: It is a Halfmoon town resident by the way, but they had another obligation tonight, sorry.

Supervisor Tollisen: My office is always available, and they can call anytime, thank you. Anyone else?

Councilman Hotaling: I just want to reflect on the budget. Over the past six years, the Supervisor has been very good at giving back to our employees. He had a five-year plan, we talked about it with Comptroller Hatter looking at the budget. Nobody ever says it's not my job. Whenever I ask anybody in town hall to do anything, they are there, whatever you need. If they don't know they ask someone else or let me know who to ask. We've rebuilt some of the buildings, our equipment, it's been a great six years. I want to thank the Supervisor, Comptroller Hatter and her staff, great job!

Supervisor Tollisen: Anyone else? Hearing none, I will close the public hearing. There will be no action on this this evening.

CLOSED: 7:15 pm

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.

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.

COMPREHENSIVE PLAN UPDATE VIRTUAL PUBLIC WORKSHOP #3: Monday, November 13th from 5:00 – 6:30 PM via Zoom. Register at: www.PlanHalfmoon.com

THANKSGIVING FOOD DRIVE: The Town of Halfmoon will be accepting food donations for baskets to be delivered to local seniors and families in need. Items needed are Instant Potatoes, Stuffing Mix; Dessert Mix; Canned Cranberries; Gravy/Gravy Mix; canned vegetables. If you need a holiday food basket, please contact the Supervisor's Office at 518-371-7410 Ext.2200.

JINGLE BELL BASH: Saturday, December 2nd from 12:00 – 4:00 pm at the Halfmoon Town Complex. Tons of Holiday fun for the kids! Pictures with Santa & Mrs. Claus, Horse Drawn Sleigh Rides, Balloon Artists, and all of your Holiday Friends there to greet you!

HOLIDAY MEMORIES & TREE LIGHTING CERMONY: Sunday, December 3rd at 5:00 pm at the Gazebo in the Abele Memorial Park in front of the Town Municipal Center. This is a lighted tree memorial in remembrance of loved ones who have passed away but are forever in our hearts.

MARKETPLACE ON CANDY CANE LANE: Saturday, December 16th from 11:00am – 3:00 pm for all of your Holiday Shopping at Halfmoon Town Hall! Sooo many vendors with exciting gift ideas for you!

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).

REPORTS OF BOARD MEMBERS AND TOWN ATTORNEY

Kevin J. Tollisen (Town Supervisor)

THANKSGIVING FOOD DRIVE: The Town of Halfmoon will be accepting food donations for baskets to be delivered to local seniors and families in need. Items needed are Instant Potatoes, Stuffing Mix; Dessert Mix; Canned Cranberries; Gravy/Gravy Mix; canned vegetables. If you need a holiday food basket, please contact the Supervisor's Office at 518-371-7410 Ext.2200.

Last Friday, I had the honor of going with the VFW Post 1498 to the VA Medical Center. The VFW Post 1498, they are quite the force. They had three pallets of clothing that they purchased for veterans. They brought it all down in 5-6 vehicles and I brought down from the Town of Halfmoon 50 bags of food for the veterans too. We are happy to partner with them. We have expended quite a few supplies for our veterans, and we do still have plenty of supplies. We are excited for the food drive for families in need this season. If you would like to contribute, please do so. There is a list of items that we need. On November 18th we will be doing the Food Drive and delivering the baskets, talk to my secretary Terri and we will set you up!

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

On Saturday morning, we had an awesome event at the Veterans Memorial. There is a gentleman that I met 24 years ago. We are down in Fishkill, and he was from Texas at the time and got to be friends through the years. About 5 years ago he moved to Halfmoon. It was time to hand out flowers to the veterans and he stood up. I went over and talked to him, got a hug from him. We talked after the ceremony, and he says "You guys do it right in Halfmoon. I want you to thank your whole Town Board and staff for an amazing job." So, I am just passing that along.

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.

Thank you, Mr. Supervisor. I was going to echo the sentiments of Councilman Hotaling. This past Saturday, the Veterans event, which is always good, but this year it was special. I want to thank the town for that ceremony and for all it does for the veterans, thank you.

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. I will echo those sentiments as well, as it was a rather beautiful day as well. I know that you called for the weather, Mr. Supervisor! To everyone that was there, the veterans in attendance, it was their day. It was really humbling to hear all of the names being read of all of the veterans that have given so much to not only our community but to our great country. So, Supervisor Tollisen, the staff who put it altogether, it was just a great day. 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, (6) Liaison to Trails and Open Space Committee

I hate to be fourth in line and say the same thing, however, since I had such a large picture of myself in the newspaper, I'm sure that when I go to my Rotary meeting, I'll be fined for that. After seven years, every year is fantastic but this year it did seem to go just a little bit smoother for some reason., maybe it was the weather. Thank you.

Councilman Connors: and the luncheon after was very nice too.

Supervisor Tollisen: and the soup that a certain person made was pretty good, I hear.

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

Halfmoon Seniors had quite a week of festivities. Monday was the Town's Halloween party with a fabulous luncheon and then they were treated again on Tuesday with the Office for the Aging party. There were some seniors that sported great costumes. Sometimes I think they have a better time than the kids!

Also, there will be a Potluck Dinner on November 14th from 3:00-5:00pm. It is something that they haven't done in quite a while, so they are really looking forward to it!

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

Lyn Murphy, Esq., (Town Attorney) I have nothing this evening.

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 –

DEPARTMENT MANAGER MONTHLY REPORTS – (Can be viewed at the Town Clerk's Office) Town Clerk, Water Department

CORRESPONDENCE

1. Received from the Town Planning Board Resolutions approved at the October 10, 2023, meeting.

Received & Filed

2. Received from the Halfmoon – Waterford Fire District, their 2024 Adopted Budget.

Received & Filed

3. Received from the Clifton Park - Halfmoon Fire District #1, their 2024 Adopted Budget.

Received & Filed

4. Received from James M. Berry, his letter of resignation with the Highway Department effective immediately.

Received & Filed

5. Received from the Town of Clifton Park Planning Board, a Notice of Application for Site Plan, Subdivision or SUP for 1860 Route 9 that is within 500' of the Town of Halfmoon boundaries.

Received & Filed

6. Received from the Halfmoon – West Crescent Fire District, their 2024 Adopted Budget.

Received & Filed

7. Received from the Saratoga County Dept. of Social Services, notification that the Home Energy Assistance Program (HEAP) is scheduled to commence on November 1st for the 2023-24 year. Call 518-884-4140 for assistance.

Received & Filed

8. Received from Michael Pelc, his letter of resignation from the Parks & Recreation Department effective immediately.

Received & Filed

NEW BUSINESS

RESOLUTION NO. 293-2023

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 the Town Board Meeting of October 18, 2023, as presented.

RESOLUTION NO. 294-2023

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

Resolution Introduced by Supervisor Tollisen

RESOLVED, that the Town Board hereby authorizes the Supervisor to enter into an agreement with Barton & Loguidice, D.P.C., to increase the amount of their annual contract for Grant Writing and related services by \$6,000.00 pursuant to the proposal dated September 29, 2023, and further authorizes the Supervisor to execute said agreement, subject to the review and approval of the Town Attorney.

Councilman Hotaling: Is this an increase for the rest of this year?

Supervisor Tollisen: Yes, it is.

RESOLUTION NO. 295-2023

Offered by Councilman Wasielewski, seconded by Councilman Connors: Approved the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, Connors, & Catricala
Resolution Introduced by Personal Computer Technician Mikol

RESOLVED, that the Town Board hereby authorizes the Supervisor to enter into an agreement with CDW-G to renew online fax servers and renew their licensees in the not to exceed amount of \$760.00 and further authorizes the Supervisor to execute said agreement, subject to the review and approval of the Town Attorney.

RESOLUTION NO. 296-2023

Offered by Councilman Connors, seconded by Councilman Hotaling: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, Connors, & Catricala
Resolution Introduced by Personal Computer Technician Mikol

RESOLVED, that the Town Board authorizes the Supervisor to purchase an Epson 7000 lumens projector from Adwar Video pursuant to Quote # AAAQ54149 per NYS contract #PM69871 in the not to exceed amount of \$5,518.95 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. 297-2023

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

Resolution Introduced by Building & Planning Development Coordinator Harris

RESOLVED, that the Town Board authorizes releasing Request for Proposals for the Town Designated Engineers to be submitted to the Town on or before November 22, 2023, at 1:00 pm.

RESOLUTION NO. 298-2023

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

Resolution Introduced by Supervisor of Buildings & Grounds Maiello

RESOLVED, that the Town Board authorizes the Supervisor to purchase playground equipment designed for children with special needs from Jeffrey Associates at Sourcewell pricing in the not to exceed amount of \$28,194.00 and to authorize the Supervisor to execute any documentation necessary to effectuate the purchase, subject to the review and approval of the Town Attorney.

RESOLUTION NO. 299-2023

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

**TOWN OF HALFMOON
MEMORANDUM OF UNDERSTANDING**

COMMERCIAL DRIVERS LICENSE TRAINING

WHEREAS, the Town of Halfmoon understands the value and responsibility it has in developing employee skills and abilities while continuing to meet the needs of the residents of our community; and

WHEREAS, the Town of Halfmoon Highway Department is in need of employees who are qualified and licensed to operate designated commercial vehicles; and

WHEREAS, the Town Board of the Town of Halfmoon is cognizant of the benefit of training existing employees to enhance their abilities to serve the community provides a benefit both to the employee and to the community;

NOW THEREFORE, the parties agree as follows:

1. The Town of Halfmoon offers to pay \$3,600.00 for the training and education of Nicholas June, hereinafter "the employee", necessary to obtain a commercial driver's license, as such license would enhance the employee's ability to serve the residents of the Town of Halfmoon.
2. The employee agrees that the \$3,600.00 paid by the Town of Halfmoon to facilitate the obtainment of a commercial driver's license will be reimbursed to the Town if the employee does not successfully complete the training. Successful completion is the obtainment of a commercial driver's license.
3. The employee hereby agrees that, as a condition of the Town of Halfmoon paying for the training and education of the employee, the employee is required to remain as an employee with the Town of Halfmoon for a period of five years, after successfully completing the training.
4. Should the employee terminate their employment with the Town of Halfmoon or be terminated for cause, they will be responsible to reimburse the Town of Halfmoon, pro rata, for the \$3,600.00 paid by the Town of Halfmoon for the training and education. The Town reserves the right to withhold payment for unused vacation time for said reimbursement.
5. This Agreement may be modified at any time upon the mutual written consent of the parties.
6. Should any clause, sentence, provision, paragraph, or other part of this Agreement be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder of this Agreement. In the event that parties to this Agreement have entered into other aid and assistance agreements, those parties agree that, to the extent a request for aid and assistance

is made pursuant to this Agreement, those other aid and assistance agreements are superseded by this Agreement.

7. All terms and conditions contained in this Agreement shall be interpreted pursuant to the laws of the State of New York. This Agreement shall take effect upon execution of both parties.

RESOLUTION NO. 300-2023

Offer to Table by Councilman Hotaling, seconded by Councilman Wasielewski:
Tabled by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, Connors, & Catricala

Resolution Introduced by Highway Superintendent Bryans

TABLED RESOLUTION to accept for Road Dedication Jack Drive, Sally St (Portion 1 & 2) and Lester Lane and related easements in the Creekview Estates (Phase 1) Residential Subdivision. The standards as set by the Town of Halfmoon Roadway Dedication Procedure have been satisfied, with minor conditions. All roads are public roads and are open to the public 24 hours a day. The Town of Halfmoon accepts the legal responsibility and The Town of Halfmoon Highway Department will be responsible for all maintenance and repair of the above designated roads. The Town shall not issue more than one (1) certificate of occupancy or maintain, plow or otherwise care for the roads until proof of recording of the documents with the County Clerk's office are received.

POLL OF THE BOARD

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

RESOLUTION NO. 301-2023

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 Bryans

WHEREAS, the developer of Brookwood Farms Phase 2, a residential project, would like to dedicate certain roads, infrastructure and related easements, to the Town of Halfmoon; and

WHEREAS, all roads are public roads and are open to the public 24 hours a day and;

WHEREAS the Town of Halfmoon will accept the road, infrastructure and related easements with conditions; and

WHEREAS, the Town of Halfmoon will accept the legal responsibility; and

WHEREAS, the Town of Halfmoon Highway Department will be responsible for all maintenance and repair of the roads designated below;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

RESOLVED, that the duly convened Town Board hereby accepts for road dedication -tax map #285.7-2-99 consisting of Faulkner Road (1,255' long), and Ceremuga

Court (722' long), said roads having a width of 60' of the Brookwood Farms Phase 2 Residential Subdivision with conditions; and it is further

RESOLVED, that all the other standards as set by the Town of Halfmoon Roadway Dedication Procedure have been satisfied, subject to the review and final approval of the Town Highway Superintendent for road improvements and the Town Attorney for the Deed descriptions, closing papers, title insurance, letters of credit, proof of payment of all taxes due; and it is further

RESOLVED, that the Town Attorney be and is hereby authorized to execute all necessary and related documents in connection with the road dedication and easements; and it is further

RESOLVED, that the Town of Halfmoon shall not issue more than one (1) certificates of occupancy or maintain, plow or otherwise care for the roads until proof of recording of all necessary documents with the County Clerk's office are received; and it is further

RESOLVED, this Resolution shall take effect immediately.

RESOLUTION NO. 302-2023

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

Resolution Introduced by Building & Planning Development Coordinator Harris

RESOLVED, that the Town Board hereby schedules a Public Hearing for the November 15, 2023, 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 Zoning Map of the Town of Halfmoon.

RESOLUTION NO. 303-2023

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

Resolution Introduced by 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 | \$917.50 |
| | Subsidiary: Home & Community Services | | |
| | | 25-4-2189.00 | \$917.50 |
| CREDIT: | Appropriations | 25-960 | \$917.50 |
| | Subsidiary: Engineering Contractors Inspections | | |
| | | 25-5-1440.40 | \$917.50 |

Information Only: The above was derived from the following breakdown of charges to be paid on November 9, 2023, Abstract for engineering and related fees.

| NAME | AMOUNT |
|-------------------------------|---------------|
| Fairways of Halfmoon Pavilion | \$320.00 |
| 1-4-6 Marketplace PDD | \$277.50 |
| Town Auto | \$320.00 |
| Total | \$917.50 |

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 Wasielewski, the meeting was adjourned at 7:28 pm.

Respectfully Submitted,

Lynda A. Bryan, Town Clerk