

The November 16, 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
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

Supervisor Tollisen: The first item on the agenda is a public hearing

PUBLIC HEARING: AMENDMENT TO THE CODE OF HALFMOON RELATING TO ZONING & CODE ENFORCEMENT

Supervisor Tollisen: Would anyone care to have the Public Hearing notice read? Hearing from no one, I will open the public hearing

OPEN: 7:01 PM

Building & Planning Development Coordinator Harris: Earlier this year the town received notice along with all of the other municipalities in the state from the State of New York regarding updates and a review being asked by the State of New York of our local building code to make sure they are in compliance with all state building codes. I worked with the staff in our office, Building and Planning along with Lyn Murphy, Town Attorney on reviewing our Town Code in comparison to various state codes related to construction. The draft before you is the update being required by the State of New York to be completed by December 30th, next month. This will bring us up to speed with all codes on the state level, amendments made since the last time the town did this and we will be in good order with the state.

Supervisor Tollisen: Have those items and changes have been on the town website for the public and they have been distributed to the Town Board?

Rich Harris: Yes.

Supervisor Tollisen: Are there any comments from the Board? Hearing from no one

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

Supervisor Tollisen: Hearing from no one, I will close the public hearing.

CLOSE: 7:03 PM

Supervisor Tollisen: What is the pleasure of the Board?

RESOLUTION NO. 332-2022

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

Resolution Introduced by Councilman Connors

RESOLVED, that the Town Board adopts a Negative Declaration for SEQRA for the amendments to the Code of Halfmoon as it relates to Zoning & Code Enforcement.

POLL OF THE BOARD

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

RESOLUTION NO. 333-2022

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

RESOLVED, that the Town Board of the Town of Halfmoon approves all changes to the Code of Halfmoon as it relates to Zoning & Code Enforcement as presented.

POLL OF THE BOARD

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

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.

THANKSGIVING FOOD DRIVE: Food Baskets will be put together Saturday, Nov. 19th at 10:00am. in the Pavilion on the Town Campus. They will then be delivered to residents in Halfmoon. If you would like to help, please contact Ross MacNeil in the Recreation Department by calling (518) 371-7410 ext. 2274.

JINGLE BELL BASH & MARETPPLACE ON CANDY CANE LANE: Saturday, December 3rd from 1pm-5pm at the Town Complex. Fun filled day for the kids with Pictures with Santa & Mrs. Claus, Sleigh Rides, Craft making & so much more & Outdoor Holiday Shopping for the Big Kids!

HOLIDAY HAM DINNER: Saturday, December 3rd from 4-6pm. This is a drive through event at the Senior Center. Tickets are \$12 and can be purchased at the Town Clerk's and the Recreation Offices. For more information, please contact Ross MacNeil at (518) 371-7410 ext. 2272.

HOLIDAY MEMORIES MEMORIAL TREE LIGHTING CEREMONY: Sunday, December 4th from 5-7 pm at the Abele Memorial Park, Harris Road. A time to remember our loved ones.

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).

Trails and Open Space Committee: 11/21/22, at 7:00 pm in the Town Hall.

PUBLIC COMMENT (for discussion of agenda topics)

REPORTS OF BOARD MEMBERS AND TOWN ATTORNEY

Kevin J. Tollisen (Town Supervisor)

Community events are listed. I just have a couple of quick things. The Town did receive from Saratoga County the grant for \$7,100 for the Economic Development Grant, so we did get that money. Also, the Town has received the sum of \$15,000 towards our Senior Van that we have contracted with the County. Good news for the Town residents for getting those grant monies.

With respect to the Town Budget, the only change to the Town Budget was one rounding up by our Comptroller. It was needed to be done from the Preliminary to the final that the Board will be looking to adopt today and it is a difference of \$1.00. I just wanted to make it clear that we had to round up by \$1.00 and that would be the only change to the budget. The Town Budget is as I presented it at the public hearing otherwise. It is balanced and does show significant conservative budgeting for town purposes for the year. The state of the Town for 2022, all eyes are pointing toward a very positive end of the year for the Town. We are within budget, #1. Our revenues are exceeding our projections with respect to sales tax, mortgage tax and other things. Our expenses are within budgetary lines and a little bit less. I think that by the end of the year, we will see again a surplus for the Town of Halfmoon. All good news.

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

On Saturday here in the Pavilion we will be meeting to pack bags for the annual food drive. I have to speak up and thank the Mechanicville Community Center and their staff and Mike Raucci for putting together their group. Around the Capital District, they will serve over 1,400 families this year. When they started out about 12 years ago, they did 300. There is a lot of people throughout the community that donate, and I would hate to do a list because someone would be forgotten. I just want to thank everyone. We will be delivering around 11:00. Thank you.

Supervisor Tollisen: I do want to say a special shout out to the folks in the Sheldon Hills Homeowners Association. They get together every year and gather food for the food drive and they dropped off a lot of food, it was amazing. So, thank you to the residents of Sheldon Hills for always donating for those in need. It was fantastic! The Rec Office looked like a grocery store for a few days. Really, thank you for your generosity.

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. Nothing within my assigned duties, but I would like to comment on the budget and thank you, Ms. Hatter and her office and staff for a very well-done budget for the upcoming year. It is very fiscally conservative, and yet provides a high level of services for the residents for the town so, thank you for that. That is all that I have for this evening. 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, Mr. Supervisor. Just a reminder solicitation for the Comprehensive Plan Update Committee that resumes are due December 15th. If you so interested, you would need to submit a letter of interest and your resume.

On another note, the Waterford – Halfmoon Girls Varsity Soccer Team, congratulations to them as they won the state title. It is an exciting time for the girls there in the Waterford – Halfmoon School District. Congratulations goes out to all involved in that program. I know that we will be recognizing them at a later date when schedules align. That is all, 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

I have nothing this evening.

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

Thank you. I do have some exciting news. Awhile back I was working with a Ken Byrd who was looking to find the burial place of his 5th great grandfather, Elias Steenbergh who was a Captain in the Revolutionary War. I found his wife & children's markers at the Middletown Cemetery, but not Elias. Mr. Bryd did an extensive search and had enough information to apply to the Dept. of Veterans Affairs for a marker. I submitted the application on October 6th and did not anticipate hearing from them for quite a while. Strangely enough they let me know last evening that it has been approved, ordered, and to expect shipment next month!

I am working on the 250th Anniversary of the Revolutionary War with the county and Brookside Museum and the dedication of this marker will be a big deal and a focal point for Halfmoon! We didn't have a battle here in Halfmoon, but we do have history in other respects.

Also, this past Sunday I attended a Book Launch & Book Signing Event at Brookside Museum. It was for the "More Saratoga County Stories" as this is their 2nd annual book. The authors are the Historians in Saratoga County, writing about their town. I was very happy that our Mott story was selected and look forward to the next book signing on December 3rd at Grooms Road Tavern and many more of our stories being in future editions! All good news for Halfmoon! Thank you.

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

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

Cathy Drobny, Esq. (Town Attorney) I have nothing.

PUBLIC COMMENT (for discussion of agenda topics) No one came forward

Supervisor Tollisen: Department Reports and the monthly Department Manager Reports are listed and can be viewed in the Town Clerk's Office. We do ask our Department Managers to provide monthly reports in addition to having Department Manager monthly meetings that we all discuss the important things that go on in each of the offices.

DEPARTMENT REPORTS –

1. Town Justice Suchocki
Total # Cases – 148 Total Fees Submitted to the Supervisor - \$20,035.00

2. Town Justice Fodera
Total # Cases – 213 Total Fees Submitted to the Supervisor - \$13,294.50

DEPARTMENT MANAGER MONTHLY REPORTS – (Can be viewed at the Town Clerk's Office) Planning Department, Building & Code Enforcement, Animal Control, Recreation Department, Building & Grounds, Assessor's Office

CORRESPONDENCE

1. Received from the NYS Department of Public Service, notification of a webpage dedicated to winter preparedness information to help manage energy bills, consider bill payment options and financial assistance programs to help manage costs. Go to www.dps.ny.gov/winter for more information.
Received & Filed

2. Received from the Saratoga County Real Property Tax Service, the 2022 Final Assessment Roll totals for the Town of Halfmoon.
Received & Filed

3. Received from the NY State Department of State, notification of their filing of Local Law #6-2022, allowing members of the Town Board and any public bodies of the Town to participate in meetings via videoconferencing on June 17, 2022.
Received & Filed

4. Received from the Town of Colonie, notification of a public hearing to be held on December 1, 2022, at 7:00 PM, regarding a proposed amendment to Section 190-51 of the Code of the Town of Colonie.
Received & Filed

5. Received from the NY State Department of State, notification of their filing of Local Law #7-2022, Tribley Residential PDD on November 4, 2022.
Received & Filed

OLD BUSINESS

RESOLUTION NO. 320-2022

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

Resolution Introduced by Councilman Wasielewski

RESOLVED, that the Preliminary Budget as presented is hereby adopted as the 2023 Budget for the Town of Halfmoon.

POLL OF THE BOARD

Councilman Catricala Aye

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

NEW BUSINESS

RESOLUTION NO. 321-2022

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 November 02, 2022, as presented.

RESOLUTION NO. 322-2022

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 that the Town Board accepts the Comptroller's Report for the month of October 2022, as presented.

RESOLUTION NO. 323-2022

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

Resolution Introduced by Superintendent of Highways Bryans

RESOLVED, that the Town Board hereby amends resolution #223-2022 which authorized the Highway Department to enter into an Agreement with Precision Trenchless, LLC. for CIPP lining in Northwoods in the not to exceed amount of \$76,092.46 utilizing the and Onondaga County Contract #0000004284 by increasing the cost to \$82,728.17 as the linear feet of 15" pipe was greater than expected, and to authorize the Highway Superintendent to execute any documentation necessary to effectuate the work detailed in the Agreement, subject to the review and approval of the Town Attorney.

RESOLUTION NO. 324-2022

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

Resolution Introduced by Superintendent of Buildings & Grounds Maiello

RESOLVED, that the Town Board hereby authorizes the Supervisor to enter into an agreement with National Grid to participate in the National Grid Vehicle Infrastructure Make-Ready program at both the Town Hall and the Justice

Building and hereby authorizes the Supervisor to execute any documents necessary to effectuate the project, subject to the review and approval of the Town Attorney.

RESOLUTION NO. 325-2022

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

Resolution Introduced by Superintendent of Buildings & Grounds Maiello

RESOLVED, that the Town Board hereby authorizes the Supervisor to enter into an agreement with New York State Electric & Gas (NYSEG) to participate in the NYSEG Electric Vehicle Make-Ready program at the Town Park located at 162 Route 236 and hereby authorizes the Supervisor to execute any documents necessary to effectuate the project, subject to the review and approval of the Town Attorney.

RESOLUTION NO. 326-2022

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

Resolution Introduced by Assessor Zarelli

RESOLVED, that the Town Board hereby re-appoints Audrey Almela to the Board of Assessment Review.

Supervisor Tollisen: Ms. Almela has been serving on the Board of Assessment Review, her term needs to be renewed and she has expressed interest and our Assessor has submitted her name to the Board.

RESOLUTION NO. 327-2022

Offered by Councilman Hotaling, seconded by Councilman Connors: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, Connors, & Catricala
Resolution Introduced by Trails and Open Space Chairman Mitchell

RESOLVED, that the Town Board hereby appoints William Herman to the Trails and Open Space Committee.

Supervisor Tollisen: Mr. Mitchell, our Trails and Open Space Chair is here tonight. Thank you John for your hard work and you got a new member!

RESOLUTION NO. 328-2022

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

RESOLVED, that the Town Board authorizes the hiring of Boomhower Construction Inc./Drain Care to provide labor and materials for the emergency replacement of the sewer pump and associated parts necessary for the proper functioning of the septic system located at the Highway Department of in the not to exceed amount of \$5,677.65 and to authorize the Town Supervisor to execute any documentation necessary to effectuate the project, subject to the review and approval of the Town Attorney.

RESOLUTION NO. 329-2022

Offered by Councilman Hotaling, seconded by Councilman Connors: 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 hereby authorizes the Supervisor to renew an agreement with Matrix Communications to continue to provide software, maintenance, and service for phone system per the recommendation of the Information Technology Department at a cost not to exceed \$3,951.35, and hereby authorizes the Supervisor to execute said agreement, subject to the review and approval of the Town Attorney.

Councilman Hotaling: Yes, is this a one-year agreement?

Attorney Murphy: Yes

Councilman Hotaling: Thank you.

RESOLUTION NO. 330-2022

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

RESOLVED, that the Town Board hereby authorizes the Deputy Supervisor to approve the change order submitted by Next Generation Roofing to increase the total amount of the project from \$31,895.00 to \$36,515.00 representing an increase of \$4,620.00 due to an unexpected need to purchase 44 sheets of ½ inch plywood to complete the emergency repairs, subject to the review and approval of the Town Attorney.

RESOLUTION NO. 331-2022

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

RESOLVED, that the Town Board authorizes the Comptroller to make the attached Creation of Appropriations.
Resolution Introduced by Comptroller Hatter

A resolution is necessary to create the following budget amendment of appropriations and revenues in the Special Revenue Fund for engineering fees for on-site quality inspections. These funds are developer’s monies held in escrow by the Town in a regular checking account and used for the payment of costs for that particular project. This resolution is necessary to comply with proper accounting procedures as set forth by NYS Department of Audit and Control.

DEBIT:	Revenues	25-980	\$1,175.00
	Subsidiary: Home & Community Services		
		25-4-2189.00	\$1,175.00
CREDIT:	Appropriations	25-960	\$1,175.00

Subsidiary: Engineering Contractors Inspections
25-5-1440.40 \$1,175.00

Information Only: The above was derived from the following breakdown of charges to be paid on November 23, 2022, Abstract for engineering and related fees.

NAME	AMOUNT
113 Tabor Road Flex Space	\$1,175.00
Total	\$1,175.00

PUBLIC COMMENT (for discussion of non-agenda items) No one came forward

ADJOURN

There being no further business to discuss or resolve on a motion by Councilman Hotaling and seconded by Councilman Connors, the meeting was adjourned at 7:18 pm. Happy Thanksgiving everyone and if you are around and would like to help with the food drive, come and join us!

Respectfully Submitted,

Lynda A. Bryan, Town Clerk