

The April 1, 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 – Remote via Zoom  
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

#### TOWN MEETINGS:

Town Board Meetings: 1<sup>st</sup> & 3<sup>rd</sup> Wednesday of month at 7:00 pm. Pre-meeting at 6:30 pm

Board of Assessment Review: 4<sup>th</sup> Tuesday in May

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

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

#### REPORTS OF BOARD MEMBERS AND TOWN ATTORNEY

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

Please note that our Recreation Department has posted some spring craft for the kids to do. If they submit it, they will potentially win a prize. Our Food Pantry continues to grow for those that are in need. Please do not hesitate to contact the Supervisor's Office and we will arrange for you to get a bag of non-perishable food. We do not want anyone to be hungry or to not have the food that they need. I do want to thank Deputy Supervisor Hotaling who is leading that charge along with our Recreation Director Mr. MacNeil. There are a number of contributors to the Food Pantry. Walmart has donated very graciously. Aldi's has done a remarkable job for the town as well with making sure that products are available that we need for the Food Pantry. A shout out to the Koval family who has done an amazing amount of donations for the pantry. Today, we got a check from Impact Athletics. Thank you to the community for all of your efforts helping those in need.

We are still running the Senior Express for urgent medical appointments only and we will continue to do that.

**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

I would like to thank Character Counts program that has worked long and hard and is a big spearhead of our Food Pantry. Mike Reo and his family has reached out and has helped out as well as many others giving back.

I would like to remind everybody that our Parks are open but the fields, pavilion, playground and exercise equipment are closed at this time. Please be respectful of that. Thank you.

**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 would like to remind residents that during this crisis that the Emergency Management Team in the town along with the 4 Fire Chiefs and Ambulance Corps, they are all doing everything that they can keeping our residents safe. I would also like to thank the Town Board for the technology allowing those who can't attend to be able to hear the meeting remotely. That is all that I have, thanks.

**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

I would like to echo the comments of Councilman Wasielewski and can't say enough about what is going on in town along with the county level and local efforts to help the residents stay safe.

**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 would just like to remind everybody that if you don't have to go out, please don't go.

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

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

**Lyn Murphy, Esq., (Town Attorney)** at this time I would like to ask the Boards indulgence for two different resolutions. Please refer to Resolutions #146-2020 and #147-2020

**Cathy Drobný, Esq. (Town Attorney)**

**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)**

**CORRESPONDENCE**

1. Received from the U.S. Army Corps of Engineers, a copy of the Permit Application for the Canadian Pacific Railway and based on the information provided it appears that the proposed work may be authorized under the Dept. of the Army permit #3 and valid until March 18, 2022 unless the permit is modified, reissued or revoked.

*Received & Filed*

2. Received from the NYS Department of Agriculture & Markets their Dog Control Officer Inspection Report completed on 3/12/2020 that was rated Satisfactory.

*Received & Filed*

3. Received from Saratoga County Sewer District #1, a letter to notify Supervisor Tollisen that the Sewer District is planning to rehabilitate approximately 15 miles of its existing sewer interceptor from the City of Saratoga Springs to the SCSD Wastewater Treatment (WWTP) in Halfmoon and would like a meeting with him to discuss the scope of work and/or public input or meetings that may be required.

*Received & Filed*

4. Received from Ellen Kennedy, her Letter of Resignation as Town of Halfmoon Historian, effective March 20, 2020.

*Received & Filed*

5. Received from New York State Department of State, notification that Local Law #2-2020, Notification of Defects, was filed in their office on March 10, 2020.

*Received & Filed*

#### **OLD BUSINESS**

##### **RESOLUTION NO. 141-2020**

Supervisor Tollisen recused himself and Deputy resided over the resolution

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

**RESOLVED**, that the Town Board and the Superintendent of Highways awards Bid. #3-2020, for the period of May 1, 2020 to April 30, 2021; Premium Ultra Low Sulfur Diesel Fuel and Unleaded Regular Gasoline, and Kerosene (Diesel/Kerosene Blend) received and opened March 17, 2020, to low bidder, G.A. Bove & Sons, Inc., 76 Railroad Street, Mechanicville, NY, at bid markup from JOC low posting in plus amount of .23 per gallon.

#### **NEW BUSINESS**

##### **RESOLUTION NO. 142-2020**

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

**RESOLVED**, that the Town Board to approve minutes of Town Board Meeting of March 18, 2020 as presented.

#### **VOICE VOTE:**

Councilman Hotaling	AYE
Councilman Wasielewski	AYE
Councilman Connors	ABSTAIN
Councilman Catricala	AYE
Supervisor Tollisen	AYE

##### **RESOLUTION NO. 143-2020**

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

**RESOLVED**, that the Town Board to amend prior resolution #399-2019 and approve entering into a stipulation of settlement between the Town of Halfmoon and First Garden Development Limited Partnership for the reduction of property values for the 2014, 2015, 2016, 2017, 2018 and 2019 assessments for parcel numbers #266-1-11, 266-1-12, 272-1-1 and 272-1-3 as detailed in the Stipulation of Settlement and the Settlement Chart attached hereto and to authorize the town attorney to execute any documents necessary to effectuate the settlement subject to the review and approval of the town attorney.  
Resolution introduced by Deputy Attorney Drobny

**PARCEL #266.-1-11 (Cemetery Road)**

<u>Year</u>	<u>Assessed Value</u>	<u>Revised Assessment</u>	<u>Reduction</u>
2014	\$203,010	\$141,107	(\$61,903)
2015	\$203,010	\$137,673	(\$65,337)
2016	\$203,010	\$169,827	(\$33,183)
2017	\$203,010	\$163,688	(\$39,322)
2018	\$203,010	\$164,900	(\$38,110)
2019	\$250,900	\$210,806	(\$40,094)

**PARCEL #266.-1-12 (Biette Road)**

<u>Year</u>	<u>Assessed Value</u>	<u>Revised Assessment</u>	<u>Reduction</u>
2014	\$2,656,000	\$1,846,117	(\$809,883)
2015	\$2,656,000	\$1,801,189	(\$854,811)
2016	\$2,665,448	\$2,229,772	(\$435,676)
2017	\$2,665,448	\$2,149,162	(\$516,286)
2018	\$2,665,448	\$2,165,080	(\$500,368)
2019	\$2,665,448	\$2,239,508	(\$425,940)

**PARCEL #272.-1-1 (Cemetery Road)**

<u>Year</u>	<u>Assessed Value</u>	<u>Revised Assessment</u>	<u>Reduction</u>
2014	\$1,664,000	\$1,156,604	(\$507,396)
2015	\$1,664,000	\$1,128,456	(\$535,544)
2016	\$1,459,130	\$1,220,631	(\$238,449)
2017	\$1,755,230	\$1,415,249	(\$339,981)
2018	\$1,755,230	\$1,425,732	(\$329,498)
2019	\$1,755.230	\$1,474,743	(\$280,487)

**PARCEL #272.-1-3 (Cemetery Road)**

<u>Year</u>	<u>Assessed Value</u>	<u>Revised Assessment</u>	<u>Reduction</u>
2014	\$2,275,368	\$1,581,550	(\$693,818)
2015	\$2,275,368	\$1,543,060	(\$732,308)
2016	\$2,389,934	\$1,999,282	(\$390,642)
2017	\$2,521,534	\$2,033,123	(\$488,411)
2018	\$2,521,534	\$2,048,182	(\$473,352)
2019	\$2,521,534	\$2,118,591	(\$401,943)

#### **RESOLUTION NO. 144-2020**

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

**RESOLVED**, that the Town Board authorizes delaying the issuance of water bills until July 2020 and to waive any fees that may have been assessed for nonpayment of the April fees, subject to the review and approval of the Town Attorney.

**Resolution introduced by Attorney Murphy**

**Supervisor Tollisen:** Because of the Covid 19 issues, we feel it is best that we wait on the billing. We will put this out on social media and get the word out as much as we can to alert the residents of this change. There will be no late fees assessed for that quarter.

#### **RESOLUTION NO. 145-2020**

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

**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:	Estimated Revenues	25-510	\$3,132.50
	Subsidiary: Home & Community Services		
	25-4-2189.00		\$3,132.50
CREDIT:	Appropriations	25-960	\$3,132.50
	Subsidiary: Engineering Contractors Inspections		
	25-5-1440.40		\$3,132.50

Information Only: The above was derived from the following breakdown of charges to be paid on April 9, 2020 Abstract for engineering and related fees.

<b>NAME</b>	<b>AMOUNT</b>
Impact Athletic Center Chazen	\$3,132.50

Total	\$3,132.50
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A resolution is necessary to amend Resolution No. 139-2020 to accurately 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:	Estimated Revenues	25-510	\$9,646
	Subsidiary: Home & Community Services		
	25-4-2189.00		\$9,646
CREDIT:	Appropriations	25-960	\$9,646
	Subsidiary: Engineering Contractors Inspections		
	25-5-1440.40		\$9,646

Information Only: The above was derived from the following breakdown of charges that were paid on March 26, 2020 Abstract for engineering and related fees.

NAME	AMOUNT
Betts Farm	\$1,080.00
Brookwood Subdivision PH II	\$3,076.00
Creek View Estates	\$720.00
Frank Warehouse	\$540.00
Garden Gate Plaza	\$900.00
Woodloch Residential	\$1,620.00
J.Dunn Group Site Plan	\$450.00
Martin Site Plan	\$900.00
Plant Road PDD	\$360.00
Total	\$9,646.00

2019 Creation:

A resolution is needed to close the budgetary accounts for the Erie Canal Community Connector-LWRP project. The Town of Halfmoon and Clifton Park collaborating to construct a multi-use trail on the north shore of the Mohawk River. The project required \$400,000 of additional funding for the Halfmoon portion of the trail. A \$200,000 grant was awarded through the Local Waterfront Revitalization program of the Department of State, from the Capital Regional Economic Development Council and the Town was required to match \$200,000. The Town's match was funded from Recreation Fees held in the Town of Halfmoon Special Revenue Fund. The final project cost totaled \$138,412.03 of which the Town contributed half. The remaining funds will be returned to Recreation Fees in 2020.

DEBIT:	Appropriations	35-960	\$400,000
	Subsidiary: Spec Rec Facilities-Trail-Erie Canal LWRP		
	35-5-7150.24		\$400,000
CREDIT:	Estimated Revenues	35-510	\$400,000
	Subsidiary: Interfund Transfers		
	35-4-5031.00		\$200,000
	State Aid, Other LWRP Grant		
	35-4-3089.00		\$200,000

RESOLUTION NO. 146-2020



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

RESOLVED, that the Town Board approves the Spectrum contract for the upgrading of our services, per the review and approval of the Town Attorney.

**VOICE VOTE:**

Councilman Hotaling	AYE
Councilman Wasielewski	AYE
Councilman Connors	AYE
Councilman Catricala	AYE
Supervisor Tollisen	AYE

Supervisor Tollisen: Just for discussion purposes, this increases our band width which is at 50 right now and looks like it is going to 100 to help with everything that is going on. We do believe that the net result is either minimal or at no cost. They have reduced our rate and increasing the band width so it is about an even swap or just a few extra dollars according to our IT Director, Mr. Mikol. This is something that is much needed. I need a Voice Vote

**RESOLUTION NO. 147-2020**

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

RESOLVED, that the Town Board approves amending the current process for Dock Permits so that process goes back to Code and Planning.

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

There being no further business to discuss or resolve, on a motion by Councilman Wasielewski and seconded by Councilman Hotaling, the meeting was adjourned at 7:12 pm.

Respectfully Submitted,

Lynda A. Bryan, Town Clerk