

The January 15, 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, Town Supervisor  
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

Paul L. Hotaling, Councilman - Excused

## **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).

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

Blood Drive at Halfmoon Town Hall in the Large Meeting Room on Tuesday, January 21<sup>st</sup> from 1:00pm – 6:00pm. To schedule an appointment please call 1-800-RED-CROSS or visit [www.redcrossblood.org](http://www.redcrossblood.org) and use sponsor code HALFMOONTOWNHALL.

Winter Carnival January 25<sup>th</sup> from 2:00 pm -5:00pm in Halfmoon Town Hall with the Mac’ N Cheese Cook-Off, Ice Sculpture Demonstration, Live Music by Dos Amigos, Bonfire, Fireworks and much more. Come join in the fun!

### **TOWN MEETINGS:**

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

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

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

Senior Center Business Meeting: 1<sup>st</sup> 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)

**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  
**Excused**

**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 tonight, 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

**Halfmoon Girls Softball Field Concession stand is taking hold and looking good. The building is up and some of the insides are about ready to get squared away. It definitely looks great!**

**February 8<sup>th</sup> over at the Fairways of Halfmoon, the Halfmoon Baseball League will be hosting a silent auction fundraiser, so if you can attend and help support them that would be great! All of the proceeds go back to the league and ultimately the youth. Thank you.**

**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

**Today, I attended the Association of Towns training for new officers to help do my job more effectively. It is a 3 day event so you know where I will be tomorrow and Friday. Thank you.**

**Lynda Bryan (Town Clerk):** (1) Chair of Senior Programs, (2) Chair of Committee on Historical Archives  
**I have no report this evening.**

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

**Lyn Murphy, Esq., (Town Attorney)**

**Cathy Drobny, Esq. (Deputy 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 – month of December**

**Senior Express:**

**Total # Rides – 516**

**Total # Meals – 404**

**Total # Calls – 591**

**Total # Miles – 6,431**

**Total # New Clients - 3**

**DEPARTMENT MANAGER MONTHLY REPORTS – (Can be viewed at the Town Clerk's Office) Highway Dept., Grant Dept., Building/Code Dept., Planning Dept. Town Clerk, Park's Dept.**

**CORRESPONDENCE**

1. **Received** from the NYS Department of State, a letter to the Town Supervisor informing him that the grant application that was submitted for the Local Waterfront Revitalization Program was not selected for funding.

***Received & Filed***

2. **Received** from the NYS Department of Environmental Conservation, a copy of the letter sent to Mr. Anthony Valente with his DEC Mining Permit and Permit Sign with an expiration date of 11/05/2024.

***Received & Filed***

3. **Received** from the NYS Office of Parks, Recreation and Historic Preservation, notification that the Town was awarded \$241,000 under the Recreational Trails Program (RTP) for the Erie Canal Towpath Link project, pending the approval of the Federal Highway Administration's (FHWA) budget.

***Received & Filed***

4. **Received** from the Federal Energy Regulatory Commission, a copy of the letter to Mr. Besha with the recommendations from the monitoring of the dam safety inspection for Project No. 6032-NY-Mechanicville which was generally in satisfactory condition.

***Received & Filed***

## **NEW BUSINESS**

### **RESOLUTION NO. 51-2020**

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

**RESOLVED**, that the Town Board approves the Organizational Minutes of Town Board Meeting of January 2, 2020 as presented.

### **RESOLUTION NO. 52-2020**

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

**RESOLVED**, that the Town Board approves the Regular Minutes of Town Board Meeting of January 2, 2020 as presented.

### **RESOLUTION NO. 53-2020**

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

Resolution Granting the State of New York Authority to Perform the Adjustment for the Owner and Agreeing to Maintain Facilities Adjusted Via State-let Contract

#### **Resolution #53-2020**

WHEREAS, the New York State Department of Transportation proposes pavement resurfacing and repairs of Route 9 during Pavement Corrective Maintenance 20C in the Town of Halfmoon located in Saratoga county, PIN 1810.68, and

WHEREAS, the State will include as part of the construction, reconstruction, or improvement of the above mentioned project involving the relocation and adjustment to water main appurtenances, pursuant to Article II, Section 10,

Subdivision 24, of the NY State Highway Law, as shown on the contract plans relating to the project and meeting the requirements of the owner, and

WHEREAS, the service life of the adjusted utilities has not been extended, and

WHEREAS, the State will provide for the reconstruction of the above-mentioned work, as shown on the contract plans relating to the above mentioned project.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Town Board of the Town of Halfmoon hereby approves the relocation of and adjustment to the water main appurtenances and the above mentioned work performed on the project and shown on the contract plans relating to the project and that the Town of Halfmoon will own and maintain or cause to be maintained the adjusted facilities performed as above stated and as shown on the contract plans.

2. That the Town Board hereby authorizes the Town Supervisor, Kevin Tollisen, to sign any and all documentation that may become necessary as a result of this project as it relates to the Town of Halfmoon.

3. That the Town Clerk of the Town of Halfmoon is hereby directed to transmit five (5) certified copies of the foregoing resolution to the New York State Department of Transportation.

#### **RESOLUTION NO. 54-2020**

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

**RESOLVED**, that the Town Board authorizes the Town Supervisor to enter into an Agreement with the Tri-City Valley Cats for tickets for a baseball game on or about July 30, 2020, to include food vouchers and Premium Camp Day tickets in the not to exceed amount of one thousand five hundred dollars (\$1,500.00) 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. 55-2020**

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

**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 Superintendent of Highways has determined that a 2013 John Deere 624 K Loader and a 1973 John Deere 570 A Grader currently owned by the Town of Halfmoon are equipment that should be sold or otherwise disposed of as they are 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 Superintendent of Highways 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 Superintendent of Highways may dispose of a 2013 John Deere 624 K Loader and a 1973 John Deere 570 A Grader 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.

**RESOLUTION NO. 56-2020**

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

**WHEREAS**, the Town Board is in need of two (2) 2020 ¾ ton pickups with service bodies to enhance the fleet of vehicles currently utilized by the Water Department and/or for other municipal purposes when necessary; and

**WHEREAS**, the Town of Halfmoon is hereby letting the bids and will be accepting sealed bids until 1:00 pm on February 4, 2020, for the above vehicles in accordance with the bid package available at the Town Clerk's Office in the Town of Halfmoon and on BidNet Direct operated through SourceSuite; and

**WHEREAS**, the bids will be publicly opened and read aloud on or about 1:30 pm on February 4, 2020;

**NOW BE IT THEREFORE RESOLVED**, that that the Town Board authorizes the Supervisor to solicit bids for two (2) 2020 ¾ ton pickups with service bodies, to be received by 1:00 pm on February 4, 2020, the sealed bids received shall be publicly opened and read aloud at 1:30 pm the same day.

**RESOLUTION NO. 57-2020**

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

**WHEREAS**, the Town Board approved the Champlain Canal Water Main Extension Project to provide a loop in the existing water transportation system by resolution 168-2019 on April 17, 2019; and

**WHEREAS**, the Town of Halfmoon is hereby letting the bids and will be accepting sealed bids until 10:00 am on March 3, 2020, for the above project in accordance with the bid package available at the Town Clerk's Office in the Town of Halfmoon and on BidNet Direct operated through SourceSuite; and

**WHEREAS**, the bids will be publicly opened and read aloud on or about 10:00 am on March 3, 2020;

**NOW BE IT THEREFORE RESOLVED**, that that the Town Board authorizes the Supervisor to solicit bids for the Champlain Canal Water Main Extension, to be received by 10:00 am on March 3, 2020, the sealed bids received shall be publicly opened and read aloud on or about 10:00 am the same day.

**RESOLUTION NO. 58-2020**

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

**RESOLVED**, that the Town Board authorizes the Town Supervisor to enter into a Contract with Amanda Smith to provide training and services for the Recreation Department, to be paid \$30.00/hr. in the not to exceed amount of three thousand dollars (\$3,000.00) and to authorize the Town Supervisor to execute any documents necessary to effectuate the Contract, subject to the review and approval of the Town Attorney.

**RESOLUTION NO. 59-2020**

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

**RESOLVED**, that the Town Board authorizes the Highway Department to purchase two (2) 2020 Ford F-350 Regular Cab 4X4 Pickups off of the Onondaga County Bid #7974 Quote # 30310 in the not to exceed amount of \$64,297.70 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. 60-2020**

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

**RESOLVED**, that the Town Board approves the January 2020 Water Report for usage as submitted by the Director of water.

**RESOLUTION NO. 61-2020**

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

**RESOLVED**, that the Town Board approves waiving the permit fees for the fireworks for the Winter Carnival on January 25, 2020, for the Town of Halfmoon.

**RESOLUTION NO. 62-2020**

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

**RESOLVED**, that the Town Board amends Resolution No. 14(A) to approve Recreation fees for the full day program in the amount of \$320 for the first child, \$295 for each additional child, and \$170 for the Tot program; 3, 4 and 5 year old classes (5 days a week), due to the increase in costs the Town incurs as it relates to this program.

**RESOLUTION NO. 63-2020**

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

**RESOLVED**, that the Town Board authorizes Town employees to attend the Association of Towns 2020 Training School and Annual Meeting in New York City on February 16 – 19, 2020 and authorize payment of \$150.00 registration fee for each employee attending, subject to the review and approval of the Town Supervisor.

**RESOLUTION NO. 64-2020**

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

**RESOLVED**, that the Town Board hereby approves the lateral transfer of Dennis Landry, Jr. from the Highway Department as MEO to the Parks and Town Property Department as an MEO with the understanding that he will continue to be responsible to plow for the current winter season, effective January 16, 2020, to remain at his current Grade 5 Step 6 hourly rate.

**RESOLUTION NO. 65-2020**

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

**RESOLVED**, that the Town Board hereby approves the utilization of James McBride, Sr. when necessary, by the Parks and Town Property Department, as determined by the Supervisor of Buildings and Grounds, at his current Grade and Step.

**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 Connors, the meeting was adjourned at 7:12 pm.

**Respectfully Submitted,**

**Lynda A. Bryan, Town Clerk**