

The January 04, 2023, meeting was called to order at 7:00 pm by Town Supervisor Tollisen in the A. James Bold Meeting Room with the following members present:

Kevin J. Tollisen, Supervisor
Paul L. Hotaling, Councilman
John P. Wasielewski, Councilman
Jeremy W. Connors, Councilman
Eric A. Catricala, Councilman
Lyn A. Murphy, Town Attorney
Cathy L. Drobny, Deputy Town Attorney
Lynda A. Bryan, Town Clerk

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

COMMUNITY EVENTS:

The “BUY A BRICK” program for the Halfmoon Veterans Walk of Honor at the Halfmoon Veterans Memorial in the Town Park is now accepting orders. Create a lasting tribute for your veteran. For more information please call 371-7410 ext. 2200 or visit our website www.townofhalfmoon-ny.gov.

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.

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 & Open Space Committee: 3rd Monday of the 3rd month at 7:00 pm unless otherwise announced. (If the Holiday falls on that Monday, the meeting will be held on the next day, Tuesday). The proposed dates are 1/17/23, 4/17, 7/17, and 10/16.

PUBLIC COMMENT (for discussion of agenda topics)

REPORTS OF BOARD MEMBERS AND TOWN ATTORNEY

Kevin J. Tollisen (Town Supervisor)

Kevin J. Tollisen (Town Supervisor)

I just have a couple of announcements. Number 1, I want to announce that the town received from Saratoga County just under \$600,000, like \$594,000 as our portion of the additional sales tax allocation from the Board of Supervisors. Those monies will be put into the town funds and used accordingly to pay cash for some of the items that are ongoing with the Highway Department addition and the new pavilion that will be built this coming year. Thank you to the Board of Supervisor’s for that.

Number 2, our Senior Director Eileen Pettis retired at the end of last year. She has done exemplary service for the Town of Halfmoon. We gave her a good sendoff last Wednesday from all of us at the town. We had a pizza party for her and people came in and graciously gave her some kind words. Congratulations to Eileen and we wish her the very best.

I am pleased to announce that we have replaced the position as Senior Director with Ross MacNeil who is our Recreation Director and he will be taking over the duties of the Senior Center as well. His job will be consolidated and will remain as Recreation Director pursuant to the Organizational meeting and it will be Department of Aging and Youth. We will be looking to hire a part time person to assist him with the programing. We did announce this today at the business meeting at the center and I think that the seniors will be pleased. Ross has not been a stranger to the center. He has been working and engaging in events and activities for a while with our seniors. The good thing for the town is that it will save approximately \$20,000 to \$25,000 in salary and save on health insurance. It is a good consolidation for us and a good move for the town. Ross has done a dynamic job for the town with our youth department and re-imagining that during Covid and getting that more efficient with registration on-line, check in/out with our campers daily so we know which campers are on site to upgrade our safety. Congratulations to Mr. MacNeil and I wish him well. He has a learning curve with the seniors, but I think that he is up for it. That is my report for this evening.

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

We had an awesome 2022 and really looking forward to 2023 because our town staff does an incredible job, no matter what they do. It seems like every year, they take things a step farther and I couldn't be more proud of the people that I get to work with. Bring on 2023!

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. We had a record number of emergency response calls throughout the town in 2022. I believe every department in the Ambulance Corps had new high number of calls. I will have the exact number of calls at the next meeting. I am also looking forward to good things happening this year. We have a bright future ahead of us here in Halfmoon. I would also like to wish a Happy Birthday to the Supervisor and Mr. Catricala coming this week. That is all I have.

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

I have nothing this evening, Mr. Supervisor.

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

Thank you. I have been reading the Town Board Organizational meeting agenda, very well done. There is a lot going on in this town. I could also imagine all the work going into the Comprehensive Plan with selecting folks. I expect that plan to be every bit as good as this, which leads me to believe that I am correct in saying that there is no place in the state that I would rather live than in the Town of Halfmoon. Thank you.

Supervisor Tollisen: With the Organizational, we put it out to the Department Managers and asked them for their input for their departments for the annual contacts to make it more efficient. Thank you to the Department Managers for that.

Thank you to our Town Clerk who got inundated with quite a few of those things. It is a more comprehensive document which is what we intend it to be.

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

Supervisor Tollisen announced today that the position of Director of the Senior Center will be filled by our Recreation Director Ross MacNeil. Ross will do a wonderful job at the center for our seniors!

Also, as Historian, I was happy to see that my story on the Anthony Baking Powder Factory got picked up by Saratoga Today's December 23rd edition. It's always exciting to get some of Halfmoon's History out there for everyone to enjoy! Looking forward to the next story!

Supervisor Tollisen: Ms. Bryan, thank you for your hard work for the historical part of that. A lot of those things that happen is because of you, so thank you very much.

Town Clerk Bryan: Thank you.

Supervisor Tollisen: Before we go forward, I would like to ask Mr. Harris to give us a brief summary of the Comprehensive Plan, the interview process and give a report to the Board. I will ask this pretty regularly as we go through the process for the public record.

Mr. Harris: Back on November 7th the town put out an announcement seeking volunteers from the community to participate in the Comprehensive Plan Update Committee. That was the first major step after the Town Board enlisted the services of MJ Engineering to be our engineering consultant, the next step was to set up a committee. On November 7th it went out and deadline was December 15th. We received 18 Letters of Interest from various segments of the town, both geographic wise, background, experience, and neighborhoods. Last Wednesday, myself and Councilmen Hotaling and Connors had a marathon session starting at 8:30 in the morning until 7:30 at night, interviewing 16 of the 18 candidates as the other 2 were unavailable to meet during our time period to get this done for tonight's meeting. After much discussion and debate, we came to an agreement between the 3 of us recommending 4 residents of the community to serve on a 13-board committee. Those residents are:

Steven Kucskar, Joseph Landy, Michael Morand, J. Daniel Wojcik

Supervisor Tollisen: Congratulations Mr. Morand (in the audience), thank you for agreeing to serve.

Mr. Harris: I will just briefly summarize; it was not an easy decision. Every person brought something different to the table. We had 5-6 engineers, a couple of landscape architects, people from the business community, long standing and new members of the community. Each of the 4 candidates we choose, represented a different category/segment of something. Easily, some of the other people that we were interviewing, could have gone into one of those 4 slots or category of representation. So, it wasn't easy, and we did encourage people to keep their eyes and ears open for other openings on other boards; planning, ZBA, BOA. Pretty much everyone expressed an interest in getting involved in the community and taking a more active role in what happens in their neighborhood, their town for the next 20-30 years.

Lyn Murphy, Town Attorney
Paul Hotaling, Halfmoon Town Board
Jeremy Connors, Halfmoon Town Board

Donald Roberts, Halfmoon Planning Board
Debra Curto, Halfmoon Zoning Board of Appeals
Nancy Morris, representing Halfmoon Town Historian
William Herman, representing Halfmoon Trails & Open Space Committee
Peter Bardunias, Capital Region Chamber of Commerce
Richard Harris, Halfmoon Building, Planning & Development
Steven Kucskar, Joseph Landy, Michael Morand, J. Daniel Wojcik

Councilman Hotaling: I would like to thank you for stepping up to be the Chair.

Mr. Harris: Thank you. I didn't have any competition.

Supervisor Tollisen: Just from my perspective, let's also say that while we chose 4 and I know that you chose them strategically so all parts of the town would be represented. Those who were not chosen, we still want them to participate at the meetings. The public meetings will be held in this room, and everyone is welcome to attend. The public is always welcome to submit comments to the Plan Committee and to the Town Board. In addition to your Plan meetings, there will be several public workshops and several public meetings with the Town Board as well. This is not a closed-door process, this is a fully open-door process, so those 14 other people, can participate in this as much as they would like to. We appreciate their willingness to serve, we appreciate their applications and appreciate that they want to help shape the future of the town in what we are, where we are going and where we want to be. I think that those 3 things sum it up. We live in a fantastic town, but we would be remiss if we didn't continue to plan for our future. I appreciate the hard work of everybody so far. It is going to be a long process and it is intended to be a long process to make sure that we get it right at the end. There will be lots of public input and information and together we will push through and have a better product at the end. Thank you and again, congratulations to you, Mr. Morand for serving on the committee.

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

Lyn Murphy, Esq., (Town Attorney)

Cathy Drobny, 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 –

- | | | | |
|----|----------------|---|---------------------|
| 1. | Senior Express | Total # Rides – 441 | Total # Meals – 474 |
| 2. | Town Clerk | Total Fees Submitted to the Supervisor - \$6,195.09 | |

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

CORRESPONDENCE

NEW BUSINESS

RESOLUTION NO. 53-2023

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

RESOLVED, that the Town Board approves the minutes of the Town Board Meeting of December 21, 2022, as presented.

RESOLUTION NO. 54-2023

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

RESOLVED, that the Town Board authorizes the Highway Superintendent to enter into an Agreement with Verizon Connect to upgrade the services for the Town Vehicles at a current cost of \$15.95 month and to authorize the Highway Superintendent to execute any documents necessary to effectuate the Agreement, subject to the review and approval of the Town Attorney.

Councilman Hotaling: Is this for multiple vehicles?

Attorney Murphy: Each vehicle, pursuant to this agreement is \$15.95 per month.

RESOLUTION NO. 55-2023

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

RESOLVED, that the Town Board to approve entering into a formal Assessment Agreement between the Town of Halfmoon and Solar Associates Inc. c/o Home Depot #1269, for the parcel located at 4 Halfmoon Crossing (parcel number #272.-2-47.13) as detailed in 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.

SOLAR ASSOCIATES INC. c/o HOME DEPOT #1269
4 HALFMOON CROSSING
272.-2-47.13
SETTLEMENT CHART

YEAR	CURRENT ASSESSMENT	REDUCTION	REVISED ASSESSMENT
2022	\$4,343,500	\$0	\$4,343,500
2023	\$4,343,500	\$328,500	\$4,015,000
2024	\$4,343,500	\$328,500	\$4,015,000
2025	\$4,343,500	\$328,500	\$4,015,000

RESOLUTION NO. 56-2023

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

Resolution Introduced by Town Clerk Bryan

RESOLVED, that the Town Board designates Kevin J. Tollisen, Town Supervisor to attend the Annual Business Session of the Association of Towns and to cast/vote of the aforesaid Town, and Lynda A. Bryan, Town Clerk as the Alternate.

RESOLUTION NO. 57-2023

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

Resolution Introduced by Comptroller Hatter

RESOLVED, that that the Town Board authorizes the Comptroller to make the attached Creation of Appropriations.

2022 Creation

A resolution is needed 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 for 2022 expenses including those paid after January 1, 2023.

DEBIT:	Revenues	25-980	\$20,000.00
	Subsidiary: Home & Community Services		
	25-4-2189.00		\$20,000.00
CREDIT:	Appropriations	25-960	\$20,000.00
	Subsidiary: Engineering Contractors Inspections		
	25-5-1440.40		\$20,000.00

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 7:18 pm.

Respectfully Submitted,

Lynda A. Bryan, Town Clerk