

**The July 17, 2019 Regular meeting was called to order at 7:00 pm by Supervisor Tollisen in the A. James Bold Meeting Room at the New Town Hall 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**

## **PRESENTATION: HALFMOON HEROS – NANCY MORRIS**

**Supervisor Tollisen:** Starting this year we started a program called Halfmoon Hero Program. What this program does is recognizing individuals who have gone above and beyond and give, give, give without looking for a reward and because they want to do it.

Nancy Morris has been a lifelong member of the Town of Halfmoon community and will do anything for anybody, going above and beyond for so many people all of the time. She does it because she loves Halfmoon. I always love her Facebook post. She corrects people to tell them that they are in the Town of Halfmoon.

Nancy was presented with a framed certificate that Supervisor Tollisen read:

“Nancy Morris has been recognized as a ‘Halfmoon Hero’ by the Town Board of the Town of Halfmoon in grateful recognition for your dedication and service to the senior community, volunteerism, countless hours of time, and devotion to make Halfmoon a better place for all. Nancy Morris is a person worthy of recognition as a ‘Halfmoon Hero.’

.

## **RESOLUTION NO. 258 -2019**

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

**RESOLVED**, that the Town Board honors Nancy Morris as a Halfmoon Hero for going above and beyond for the residents in Halfmoon.

**Supervisor Tollisen:** Nancy, on behalf of the Town of Halfmoon we want to extend our sincere appreciation and thanks for all that you do for the community and not only for the senior community but in many other aspects in our town. Nancy, I know that you don’t do it for any glory or praise, so tonight is your night for us to give you a little bit of glory and praise and to say thank you!

## **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).

Halfmoon Farmer's Market, every Wednesday through September 25, 2019 from 3-6 p.m. The Farmer's Market is located at the corner of Route 236 and Harris Road at the Gazebo.

Saratoga County Fair will be held from July 23<sup>rd</sup> to July 28<sup>th</sup>, located at the Saratoga Fair Grounds. Signs will be placed throughout the town with more details.

Join us July 26<sup>th</sup>, for our "Community Night & Family Movie Night" at the Halfmoon Town Park. Bounce House, crafts and many other kid friendly activities. There will also be a great opportunity for residents to learn about volunteering in our community, by visiting the tables of various volunteer organizations that will be at the Town Park. Later on, plan to stay and enjoy Family Movie Night. Check out our website for more details: [www.townofhalfmoon.org](http://www.townofhalfmoon.org)

23<sup>rd</sup> Annual Halfmoon Fire Department Golf Tournament Saturday, August 3<sup>rd</sup>. Go to [www.Halfmoonfire.org](http://www.Halfmoonfire.org) for more details.

National Purple Heart Day Ceremony to be held on Wednesday August 7, 2019 at 10:00 a.m. at the Halfmoon Veterans Memorial, located in the Halfmoon Town Park, Route 236. The Town of Halfmoon is proud to be a designated "Purple Heart Town". For further information, please call (518)371-7410 Ext. 2200

St. Luke's On the Hill Summer Event: Water Fun Day for Kids. Saturday August 17, 2019 from 10am to 2pm. Please check the website events page for details at [stlukesonthehill@biznycap.rr.com](mailto:stlukesonthehill@biznycap.rr.com)

"End of Summer Bash" August 23<sup>rd</sup> at the Halfmoon Town Park. Concert and Fireworks! Check out our website for more details [www.townofhalfmoon.org](http://www.townofhalfmoon.org)

The Town of Halfmoon 17<sup>th</sup> Annual Patriot Day Ceremony, Wednesday September 11, 2019 at the Abele Memorial Park, Harris Road. Military and Emergency Services Members will be participating. Please go to [www.townofhalfmoon.org](http://www.townofhalfmoon.org) for further information.

2019 Fall Clean Up Dates: September 17, 20, 21, 24, 27, and 28. Halfmoon Residents can obtain the required Transfer Station Permit at the Town Clerk's Office. For further information, please go to [www.townofhalfmoon-ny.gov](http://www.townofhalfmoon-ny.gov). Hazardous Waste Day will also be in September. Please check the website for updated information.

Harvest Fest Saturday September 28, 2019 from 12 pm to 4 pm at the Halfmoon Town Park. New addition this year: Take out Chicken BBQ from 4 pm to 6 pm Tickets may be purchased in advance.

Halfmoon Fire Company is sponsoring a bus trip on October 13, 2019 to the Met Life Stadium for Dallas Cowboys VS. New York Jets. Game time 4:25 pm, seating in Section 224B. Cost is \$205.00, which includes transportation, game ticket, and catered food for tailgate party at stadium. SEATING IS LIMITED TO 56 SEATS. Please contact Steve Kane at 518-210-1797, or Don Espy at 518-429-3700 to sign up.

#### 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.

Zoning Board of Appeals: 1<sup>st</sup> Monday of month at 7:15 pm. Pre-meeting at 7:00 pm

Planning Board Meeting: 2<sup>nd</sup> & 4<sup>th</sup> Monday of month at 7:00 pm. Pre-meeting at 6:00 pm

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: September 24 at 7:00 pm  
Open Space & Trails Committee: 2/19, 4/15, 6/17, 8/19, 10/21, and 12/16, the 3<sup>rd</sup> Monday except Feb due to holiday.  
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

Summer Rec is in full swing. The Splash Pad is being used every day and we'll have some great news coming in the future, so stay tuned.

**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 thank those community members who attended the fund-raiser spaghetti dinner for Kelsey at the West Crescent Fire House. It was a great success and raised a couple of thousand dollars, so tanks to all who attended. I want to mention the Halfmoon Fire Department Golf Tournament on August 3rd.

**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

Sign-ups for Fall Softball are available on the website.

**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

The Zim Smith Trail is coming along very well. There are some repairs going on behind Swatling Falls and Glen Meadows, so be careful.

**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)** I have no report this evening.

## **RESOLUTION NO. 259 -2019**

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

**WHEREAS**, that the Town Board authorizes the Comptroller to research the benefits and costs associated with changing the payroll company utilized by the Town of Halfmoon; and

**WHEREAS**, the Comptroller researched and met with three different payroll companies regarding each company's ability to provide the payroll services in the most efficient and cost effective manor; and

**WHEREAS**, the Comptroller determined that Paychex best meets the needs of the Town and offers their services at the most economically reasonable price of \$15,463.90 per year;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board herby approves entering into a contract with Paychex for payroll services, and authorizes the Supervisor to sign any and all documentation needed to proceed, subject to the review and approval of the Town Attorney.

**Cathy Drobny, Esq. (Town Attorney)** I have no report 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 – (Can be viewed at the Town Clerk's Office)**

1. **Town Justice Suchocki**  
**Total # Cases – 214 Total Fees Submitted to the Supervisor - \$27,591.00**
2. **Town Clerk** **Total Fees Submitted to the Supervisor- \$13,163.46**

**DEPARTMENT MANAGER MONTHLY REPORTS – (Can be viewed at the Town Clerk's Office)** Animal Control, Assessor's Office; Building/Code Enforcement; Highway Department; Planning Department; Town Clerk's Report

**CORRESPONDENCE**

1. **Received** from the Town Planning Board Resolutions approved at the July 8, 2019 meeting. Approval for a Sign Application for Consolidated Waste Management (Twin Bridges), 1626 Route 9, Approval of a Minor Subdivision (Lot-Line Adjustment) for Kislowksi Sub division, 1878 Route 9; Approval of a Minor Subdivision (Lot-Line Adjustment) for Subdivision of the Lands of Thomas and Sharon Tibbetts, 46 Clamsteam Road; Approval of a Minor Subdivision for the 14 Corporate Drive Subdivision, 14 Corporate Drive; Approval for a Change of Use/Tenant & Sign Applications for Garden Gate Florist, 1516 Route 9.

***Received & Filed***

2. **Received** from NYS Department of Taxation and Finance, the 2019 Final Special Franchise Full Values Report for the 2019 Assessment Roll.

***Received & Filed***

## **NEW BUSINESS**

### **RESOLUTION NO. 260 -2019**

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

**RESOLVED**, that the Town Board approves the minutes of Town Board Meeting of July 02, 2019 as presented.

### **RESOLUTION NO. 261 -2019**

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

**RESOLVED**, that the Town Board authorizes the Supervisor to enter into an Agreement with nCourt, LLC to provide an electronic payment processing program which provides software that permits government agencies to collect citation, parking, and other payments online via the web or mobile device, and build, host and maintain a Town of Halfmoon Justice Court website to be paid through a user fee included in payment transactions by the payee, and to authorize the Supervisor to execute any documents necessary to effectuate the Agreement, subject to the review and approval of the Town Attorney.

**Councilman Hotaling:** Is this contract for one year?

**Attorney Murphy:** It will be renewed annually.

### **RESOLUTION NO. 262 -2019**

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

**RESOLVED**, amending Resolution No.252-2019 authorizing the letting of bids for the project to add a turning lane at the intersection of Route 9 and Farm to Market Road to acknowledge that the Town will be accepting sealed bids until 2:00 pm on July 26, 2019, and publicly opening and reading them aloud on or about 2:00 pm on July 26, 2019.

### **RESOLUTION NO. 263 -2019**

**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 request DOT to do a traffic study on Anthony road to determine if a speed limit reduction is necessary.

### **RESOLUTION NO. 264 -2019**

**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 authorizes renewing its membership with Saratoga Economic Development Corporation (SEDC) for 2019 at an annual member investment amount of \$1093.00, subject to the review and approval of the Town Attorney.

#### **RESOLUTION NO. 265 -2019**

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

**RESOLVED**, that the Town Board hereby authorizes the Supervisor to enter into an agreement with CHA to host and maintain the web-based GIS application for a period of six (6) months at a cost of \$2,000.00, and hereby authorizes the Supervisor to execute said agreement, subject to the review and approval of the Town Attorney.

**Councilman Hotaling:** Is this for the 6 month period to the end of the year?

**Supervisor Tollisen:** Yes, the goal of it was to get on the calendar year.

#### **RESOLUTION NO. 266 -2019**

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

**WHEREAS**, the Town of Halfmoon collects mitigation funds as part of its administration of the Northern Halfmoon Generic Environmental Impact Statement (GEIS) that addresses both the short and long term impacts of growth in that area of Town; and

**WHEREAS**, the Town has collected these funds to mitigate the impacts of growth in the specific manner prescribed in the Statement of Findings prepared as a result of the GEIS; and

**WHEREAS**, the capital improvements identified in the original GEIS in 2002 and in the update of 2016 have changed based upon actual growth verses anticipated growth; and

**WHEREAS**, the update is an “Unlisted action” and that it will not have a significant effect on the environment and, therefore, no other determination or procedures under the State Environmental Quality Review Act (“SEQR”) is required;

**NOW, THEREFORE, BE IT RESOLVED THAT;**

1. That the addition of a left turn lane at the intersection of Farm to Market Road and Route 9, as identified as a needed improvement by the Town of Halfmoon, New York State Department of Transportation and Saratoga County, be added to the identified traffic improvement projects in the Northern Halfmoon GEIS Capital Improvement Plan.

#### **RESOLUTION NO. 267-2019**

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

**RESOLVED**, that the Town Board approves the expenditure in the not to exceed amount of \$224,000.00 for the bidding and construction of the First Responders Memorial, said monies to come from the Recreation Fees located in the Special Revenue Fund, and to authorize the Supervisor to sign any and all documentation needed to proceed with this project, subject to the review and approval of the Town Attorney.

**RESOLUTION NO. 268-2019**

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

**RESOLVED**, that the Town Board authorizes the Supervisor to solicit bids beginning July 31, 2019, for the First Responders Memorial, to be received by 3:00 pm on August 26, 2019. The sealed bids received shall be publicly opened and read aloud at 3:00 pm the same day.

**RESOLUTION NO. 269-2019**

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

**RESOLVED**, that the Town Board approves the Comptroller's Report for the month of June 2019 as presented.

**RESOLUTION NO. 270-2019**

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

**RESOLVED**, that the Town Board hereby authorizes the Supervisor to enter into an agreement with Durham (Folmsbee) School Services to provide buses with qualified drivers for the Recreation Program at a cost of \$300.00 per bus and authorizes the Supervisor to execute said agreement, subject to the review and approval of the Town Attorney.

**RESOLUTION NO. 271-2019**

**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

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	\$1,980.00
--------	--------------------	--------	------------

Information Only: The above was derived from the following breakdown of charges to be paid on July 18, 2019 Abstract for engineering and related fees.

A resolution is necessary to create appropriations within the Special Revenue fund from Recreation Fees in the not to exceed amount of \$275,300 per resolution no. 210-2019 passed May 15, 2019 for Weston & Sampson to complete Phase C, D.1 and D.2 and per resolution passed July 17, 2019 for the bidding and construction of the Emergency Services First Responders Memorial.

Memorial	Special Recreation Facilities-Parks-Emergency Services	\$275,300
----------	--	-----------

**Lynda A. Bryan, Town Clerk**