

The July 07, 2021 meeting was called to order at 7:00 pm by Town Supervisor Tollisen at 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
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.

HALFMOON FARMERS MARKET Our 4th Season starting May 12th, running through September 2021 on Wednesdays from 3 pm to 7 pm located in Abele Park off Route 236. To Receive a Vendor Application or for more information, please contact Ross MacNeil at 518-371-7410 ext. 2272 or rmacneil@townofhalfmoon.org

CLIFTON PARK & HALFMOON HISTORY HUNT Explore the rich history of our towns during the month of July. Take a picture of 5 locations in each town from the PASSPORT that can be obtained at the Library, the Halfmoon Town Clerk's Office or by visiting cphreference@sals.edu submit your photos and enter to win prizes!

OUTDOOR CONCERT IN THE PARK July 9th at the Halfmoon Town Park from 6:30 pm – 9:00 pm. Music for your entire family!

DRIVE-IN MOVIE NIGHT July 23rd at the Halfmoon Town Park at dusk (8:30 pm) An evening of family fun under the stars!

OUTDOOR CONCERT IN THE PARK August 6th at the Halfmoon Town Park from 6:30 pm – 9:00 pm. Music for your entire family!

DRIVE-IN MOVIE NIGHT August 10th at the Halfmoon Town Park at dusk (8:30 pm) An evening of family fun under the stars!

FALL CLEANUP DATES: 9/14, 9/17, 9/18, 9/21, 9/24, 9/25. You must have a sticker to show residency to gain access to the Transfer Station, available at no cost in the Town Clerk's Office.

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).

PUBLIC COMMENT (for discussion of agenda topics)

REPORTS OF BOARD MEMBERS AND TOWN ATTORNEY

Kevin J. Tollisen (Town Supervisor)

Supervisor Tollisen: As the board is aware we are working on schematic plans concept for an outdoor pavilion for both the Senior Center and our Summer Recreation Program, and recreation in general. The concept plan, and speaking with the Architect, Dan Biggs from Weston & Sampson, we would need a resolution to authorize \$2,500.00 for Schematic and Concept Design for the pavilion and related sports activities for this site. May I have a motion?

RESOLUTION NO. 183-2021

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

Resolution Introduced by Town Supervisor Tollisen

RESOLVED, that the Town Board approves the Schematic and Concept Design by Weston & Sampson for an outdoor Pavilion and related sports activities in the not to exceed amount of \$2,500.00, subject to the review and approval of the Town Attorney.

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

I just want to remind everyone that our Highway crews are out blacktopping the roads, and trying to get the job done as quickly as possible. We have the Water Department out flushing hydrants, and our Parks crew out mowing. Please be mindful of those working outside.

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

I have no report this evening Mr. Supervisor, 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

I only have one thing this evening Mr. Supervisor. The Halfmoon Girls Softball is having a Travel Team signup. Anyone wishing to sign up their child can refer to the website where all of the information is located for sign up.

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 no report this evening.

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

I am thrilled that the Town of Halfmoon has partnered with the Clifton Park – Halfmoon Library for a History Hunt throughout the month of July. Each town has submitted 8 historical locations described in the Passport and residents go in search for them and take a picture. They submit their pictures to the library to win prizes. It is fun for the family and teaches people about our rich history!

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

Lyn Murphy, Esq., (Town Attorney)

Thank you Mr. Supervisor. At this point I would ask the Town Board to consider a resolution authorizing the Supervisor to apply for a \$10,000.00 Grant through the County of Saratoga to make improvements to the Crescent Trail and or open space, subject to the review and approval of the Town Attorney, and to authorize the Supervisor to sign any necessary documents to obtain that goal.

RESOLUTION NO.184-2021

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

RESOLVED, that the Town Board authorizes the Town Supervisor to apply for a grant in the amount of \$10,000.00 from the County of Saratoga for the improvements to the Crescent Trail, and or open space, subject to the review and approval of the Town Attorney.

Supervisor Tollisen: This is an annual grant that we apply for each year from Saratoga County, and we are going to use the funds to upgrade our trails, certain areas where there is wash out, and we will start paving some of those also. Good Project overall, and there will be further requests for grants coming, as there are more grants available through the County this coming year

Cathy Drobny, Esq. (Town Attorney) I have nothing this evening, thank you.

Supervisor Tollisen: Just one last thing. Assemblywoman Walsh sent over to the office today the Saratoga County Fair is going to have a limited Fair this year, and Assemblywoman Walsh does the Think Differently Program at the Fair which will be on Friday July 23rd, and is a fantastic thing for those who have some different medical issues as far as sensory sensitivity, such as flashing lights and things like that. Doors open at 9 a.m. and the carnival and rides open at 11 a.m. for sensory sensitivity from 11 am to 12 pm. Check out Assemblywoman Walsh’s Facebook page Or call her office for further information.

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 – 444 | Total # Meals – 595 |
| 2. | Town Clerk | Total Fees Submitted to the Supervisor - \$9,520.47 | |
| 3. | Building Permits | Total # Permits – 81 | Total Fees submitted to the Supervisor - \$24,618.00 |

4. **Fire Inspections**
Total # Inspections – 81 Total Fees submitted to the Supervisor - \$1,155.00
5. **Town Justice Suchocki** Total Fees submitted to the Supervisor - \$23,156
6. **Town Justice Fodera** Total Fees submitted to the Supervisor - \$25,720

DEPARTMENT MANAGER MONTHLY REPORTS – (Can be viewed at the Town Clerk's Office) Animal Control, Highway Department, Assessor, Buildings & Grounds, Town Clerk, Receiver of Taxes

CORRESPONDENCE

1. **Received** from the Town Planning Board Resolutions approved at the June 14, 2021 meeting: Sign Applications for Arise, 1707 Route 9, Shops of Halfmoon, for Change of Use/Tenant Applications for DN Hardscaping, 40 Farm to Market Road, for Advanced Controls & Automation, 40 Farm to Market Road, for Saratoga Roofing Contractors, 40 Farm to Market Road, for Empire Building Products of NY, 40 Farm to Market Road, for Smart Car Motors Inc., 9 Morris Lane, for Window Genie, 9 Morris Lane, for JB Exceleration LLC, 9 Morris Lane, for the Lot 2 Subdivision, Shops of Halfmoon, 1707 Route 9, for a Site Plan Application for the 113 Tabor Road Flex Space, 113 Tabor Road.

For Denial of a Site Plan Application from Delsignore Paving, 47 Clamsteam Road and Denial for a Home Occupation Request for Full Mac Guns, 37C Pointe West Drive.

Received & Filed

2. **Received** from the Town Planning Board Resolutions approved at the June 28, 2021 meeting: Sign Application for Upstate Canine Academy, 24 Corporate Drive, Approval of a Change of Use/Tenant Applications for Magnolia Hair Studio, Shops of Halfmoon, 1707 Route 9, for Chelsea's Spa for Beauty and Wellness, 1595 Route 9, for Comprebr Brazilian Market, 222 Guideboard Road, Approval of an Addition to Site Plan Application for St. John Plaza Outside Storage Containers, 1639 Route 9.

For Denial of a Sign Application for Lamar Advertising Digital Sign, Route 9/155 Stone Quarry Road.

Received & Filed

3. **Received** from the Saratoga County Industrial Development Agency (SCIDA) a copy of the Payment in Lieu of Tax Agreement (PILOT) Agreement for Litchfield Holdings, LLC (Impact Athletics Center).

Received & Filed

4. **Received** from the NYS Canal Corporation, as Lead Agency, has completed the Draft Generic Environmental Impact Study document for the proposed Barge Canal Earthen Embankment Integrity Program for review by the public or download at http://www.canals.ny.gov/Earthen_Embankment.

Received & Filed

5. **Received** from Hope Coyle-Meehan, her letter of resignation as part-time clerk at the Senior Center, effective June 30, 2021.

Received & Filed

6. **Received** from New York State Department of Taxation and Finance the 2021 Final Special Franchise Full Values for the 2021 Assessment Roll.

Received & Filed

OLD BUSINESS

NEW BUSINESS

****Resolutions #183 & 184 introduced at the Town Board Meeting.**

RESOLUTION NO. 170-2021

Offered by Councilman Connors, seconded by Councilman Catricala: 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 June 16, 2021 as presented.

RESOLUTION NO. 171-2021

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

RESOLVED, that the Town Board appoints Hope Coyle-Meehan as Deputy Town Clerk at Grade 3 Base Pay - \$40,362, pro-rated to July 1, 2021.

Supervisor Tollisen: This is part of our overall water improvement project plans and these are special funds that need to be authorized first.

RESOLUTION NO. 172-2021

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

RESOLVED, that the Town Board authorizes the renewal of the Mobile Home Park licenses for the 2021-2022 licensing year, per the inspection and approval of the Coordinator of Building, Planning & Development as follows: D&R MHP, LaValley MHP. Martindale MHP and Midway MHP.

RESOLUTION NO. 173-2021

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

RESOLVED, that the Town Board hereby schedules a Public Hearing for the July 21, 2021 Town Board meeting, in the A. James Bold Room, at 7:00 p.m. or as soon thereafter as their agenda allows to discuss authorizing an expenditure of \$1,174, 250 of Water Capital Reserve monies for the McBride Road Water Main Extension.

Supervisor Tollisen: This is part of our overall water improvement project plans and these are special funds that need to be authorized first.

RESOLUTION NO. 174-2021

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

RESOLVED, that the Town Board authorizes the Supervisor to enter into an agreement with MJ Engineering and Land Surveying, P.C. for the Mobile Mapping and Geographic Information System (GIS) Development in the not to exceed amount of ninety thousand dollars (\$90,000.00) and to authorize the Supervisor to sign the agreement dated June 22, 2021, and any documentation necessary to complete the work, subject to the review and approval of the Town Attorney.

RESOLUTION NO. 175-2021

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

RESOLVED, that the Town Board authorizes the Supervisor to enter into an agreement with MJ Engineering and Land Surveying, P.C. for the Lower Newtown Road Water Main Extension in the not to exceed amount of one hundred twenty nine thousand dollars (\$129,000.00) and to authorize the Supervisor to sign the agreement dated June 22, 2021, and any documentation necessary to complete the work, subject to the review and approval of the Town Attorney.

RESOLUTION NO. 176-2021

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

RESOLVED, that that the Town Board authorizes the Highway Superintendent to purchase a 2018 Vibroscreen, Model SCMO40 from the A Montano Company in the not to exceed amount of \$54,900, acknowledging that there is no possibility of competition for the procurement of this asset, and 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. 177-2021

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

RESOLVED, that the Town Board approves the Comptroller's Report for the month of May 2021, as presented.

RESOLUTION NO. 178-2021

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

RESOLVED, that the Town Board hereby appoints Benjamin Cuitta as a Highway Department MEO at Grade 5 Base Pay \$22.39/hr., as he has received his Commercial Driver's License, effective immediately.

Councilman Hotaling: I would like to clarify that this is a promotion.

Supervisor Tollisen: It is. He was appointed as a laborer with the expectation that he had his permit and that he did pass his CDL.

RESOLUTION NO. 179-2021

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

RESOLVED, that the Town Board appoints Hope Meehan-Coyle as Sub Registrar of Vital Statistics in the Town Clerk's Office at no additional compensation.

RESOLUTION NO. 180-2021

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

RESOLVED, that the Town Board hereby appoints Carrie Milano as a full time Principal Clerk at Grade 5, Base Pay \$22.39/hr. subject to successful completion of all pre- employment testing, effective July 31, 2021.

RESOLUTION NO. 181-2021

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

RESOLVED, authorizing Evan J. Fairclough to engage in an internship whereby he will receive hands-on training regarding Code Enforcement, and authorizing the Supervisor to enter into an agreement with the Intern clarifying the details of the internship, subject to the review and approval of the Town Attorney.

RESOLUTION NO. 182-2021

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 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	\$1978.98
	Subsidiary: Home & Community Services		
	25-4-2189.00		\$1978.98

CREDIT: Appropriations 25-960 \$1978.98
Subsidiary: Engineering Contractors Inspections
25-5-1440.40 \$1978.98

Information Only: The above was derived from the following breakdown of charges to be paid on July 8, 2021 Abstract for engineering and related fees.

NAME	AMOUNT
Paar Estates of Halfmoon PDD	\$540.00
Plant Road PDD	\$841.04
Popeyes Traffic Study	\$597.94
Total	\$1,978.98

PUBLIC COMMENT (for discussion of non-agenda items)

Supervisor Tollisen: Sir, please come up and state you name for the record, make sure the microphone is on.

Mr. Gary Heller, 12 Somerset Drive, Glen Meadows Community:
I was here approximately two weeks ago to share with the Board my concern about the lack of traffic control devices on Somerset Drive, which extends approximately ¾ of a mile through the Glen Meadows Community. The primary reason are the cars that speed regularly, and the amount of walkers and children that are playing on the road during the day, when of course those cars are reluctant to abide by the speed limit. I’m just asking has the Board taken any action, and since the last time I was here, there was some mention that the traffic engineers would be contacted to see about the possible placement of a traffic control device or devices?

Supervisor Tollisen: Yes, our Town Engineer has been contacted, and they are in process, and the latest I have from them this morning is they were expecting to have it sometime this week; I don’t have that yet, but as we said at the last Board meeting, the engineers have to review it, and there has to be a safety reason for it and they would recommend it.. We are waiting for that report, and as soon as we have I will have my office call you so that we can let you know what steps will be taken from there.

Mr. Heller: It’s interesting, it struck me that coming into the board meeting this evening, once I made the left turn at the light, you enter the premises and there is a stop sign no more than maybe 30 feet in, and I’m thinking to myself, gee, somebody put out a stop sign in a parking area, and the difficulty we have with the lack of maybe foresight in the engineers not placing several stop signs on Somerset Drive. I did not see any children playing out here, I did not see anyone walking dogs, or any invalids trying to walk throughout the parking lot, yet we have it quite regularly on Somerset Drive. I share with the Board that according to the Traffic Sign Handbook for Local Roads, and Section 1682 of the NYS Vehicle and traffic Law authorizes local government to determine the need for authorized placement and maintain of control devices to satisfy legal requirement and to promote safe, efficient flow of traffic. This decision should be made on engineering study or the application of engineering judgement, I’m wondering if it’s possible for the Board to make a decision now knowing

Town Attorney Murphy: I would caution the Board against doing that based on what he just read. You either need an engineering report or an engineering determination that it’s necessary. So, as soon as we have the report, which we are working towards getting, then the Board can make the appropriate determination, but I would caution them against moving forward without that.

Mr. Heller: I did not say engineering determination, but the application of engineering judgement.

Town Attorney Murphy: No one on this Board is an Engineer.

Mr. Heller: But safety is safety and one can see over or lack of seeing the visibility of crossroads, and that's why I asked previously for three stop signs to be placed; one on the Rosemore Place and Parkview, one on Somerset Drive and Glen Meadows, and one on Somerset and Hearthstone Drive.

Supervisor Tollisen: Our Engineers already have those three streets, and they have been asked to look at that entire area, so I expect that the report will be a comprehensive report that the Board can then act on at that point.

Mr. Heller: My wife even offered to bake cookies if they came to the community. Thank you again for allowing me the time to speak with you.

There being no further business to discuss or resolve, on a motion by Councilman Connors and seconded by Councilman Catricala, the meeting was adjourned at 7:17 pm.

Respectfully Submitted,

Lynda A. Bryan, Town Clerk