

**The March 03, 2021 meeting was called to order at 7:00 pm by Town Supervisor Tollisen at the Senior Center 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: HONORARY HALFMOON TOWN HIGHWAY  
SUPERINTENDENT – HARRISON KEENAN**

**Supervisor Tollisen:** we are honoring a 5 year old young man who has been helping his mom and his neighbors shovel snow in their driveways this winter. This young man's only request to his mom was to see if the Town Highway Department would honor him. His mom reports that he loves our Highway Department and is often seen running to the window to watch as the snow plow goes by his house. So, we are making a BIG DEAL for this young man tonight.

**Supervisor Tollisen** asked that Harrison and his parents come forward.

**Mr. Bill, Town Highway Superintendent Bill Bryan,** read his letter to Harrison

**Supervisor Tollisen,** then gave Harrison a plastic construction hat with the Town seal on it, an "official" Town Badge naming him as Honorary Highway Superintendent with his picture on it and he then honored Harrison with a framed Halfmoon Hero award. He also gave Harrison a candy basket filled with chocolate trucks and other assorted goodies for later!

The Town Board and fellow Highway Department employees including Mr. Shane who is the driver that plows Harrison's road joined him for a group picture. They then went outside see the new plow truck and Mr. Bill picked up Harrison and put him in the driver seat. Channels 6 & 10 were there to cover the story.

Harrison is quite the young man with a very bright future ahead of him helping people and making them happy!

**RESOLUTION NO. 89-2021**

**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 honors Harrison Keenan as Honorary Town Highway Superintendent and Halfmoon Hero.

**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).

**SPRING CLEANUP** Dates for Town Residents: April 13, 16, 17, 20, 23, and 24. Tues. 8am- Noon, Fri. Noon-5pm and Sat. 8am-3pm. Fees are as follows: \$5 per car load, \$10 per truck or van load, \$10 per trailer load, U-Haul type vehicles will be charged accordingly and regular household garbage will be charged the normal rate. Transfer Station Sticker Needed. Call the Town Clerk's Office at (518) 371-7410.

**YELLOW RIBBON DAY** April 9, 2012 at the Veteran's Memorial Park in the Halfmoon Town Park. Details to follow.

**PAPER SHREDDING DAY** for Halfmoon Residents on April 10, 2021 from 9am – 11am at the Halfmoon Highway Department located at 322 Route 146. You are encouraged to bring up to a maximum of 3 bags/boxes. This is a FREE services but residents are asked to bring 1 canned item for donation to a local food pantry per bag/box to be shredded. Registration is NOT required. Face covering is required

#### **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:** 2nd & 4th 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).

**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 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 don't think that many people know that the Highway Department plows and maintains 121 miles of roads for the Town of Halfmoon. They are dedicated people and do an amazing job. Thank you.

I was noticing some of the older businesses in Halfmoon the other day. Some of these businesses have been here 50 -75 years. We are blessed to have them in our town!

**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.

**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

It's been approximately 1 year since COVID19 ravished our lives and upset everything we do day in and day out. Lance Skarrup, a Halfmoon Resident and Halfmoon business owner of "Lances Hauling, I get Junk" tried to take the sting of COVID19 and how it impacted local businesses, by going to these businesses and getting gift cards. Lance spent the money \$25 per gift card for different businesses around the region, restaurants, shops, you name it! Lance did a raffle for these cards by guessing the exact number between 100-200, or guessing the dollar

amount spent on fuel, or pounds of junk he picked up. Lance kept people engaged, looking forward to this daily. Lance did this for over a year! Spending over \$10,000! Supporting local businesses and giving back to the community! Huge thanks go out to Lance and all he's done for contributing and giving back!

Also, Halfmoon Baseball registration is now open!

**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, Mr. Supervisor

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

The Senior Center remains closed for activities for our residents but they certainly have not been forgotten! The Center employees have been keeping connected with our seniors by phone and with an occasional Holiday Drive Thru Luncheon. They will be celebrating St. Patrick's Day on March 17<sup>th</sup> with a Corned Beef and Cabbage Stew Drive Thru! Reservations can be made by calling the Center at 518-371-3892 or via email. The Drive-thru begins at 11:30 – 12:00. This is a FREE event for our seniors. Happy St. Patrick's Day!

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

**Lyn Murphy, Esq., (Town Attorney)** I have no report, thank you.

**Cathy Drobny, Esq. (Town Attorney)** I have no report, thank you.

**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 – 231**       **Total # Meals – 545 (109 clients)**
2.     **Building Permits**  
       **Total # Permits – 45**       **Total Fees Submitted to the Supervisor - \$81,641.00**
3.     **Fire Inspections**  
       **Total # inspections - 77**   **Total Fees Submitted to the Supervisor - \$6,165.00**

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

#### **CORRESPONDENCE**

1.     **Received** from the Town Planning Board Resolutions approved at the February 22, 2021 meeting: Sign application for Marchese Ford, 1003 Hudson River Road; Change of Use/Tenant and Sign Applications for Native Sun Flowers, 1470 Route 9, CP Cars LLC, 1414 Route 9, and for American Promotional Events, 1549 Route 9 (WalMart), Minor Subdivision and Special Use Permit for Lineback

Subdivision, 121 Ushers Road; Special Use Permit and Change of Use/Tenant for Moore's Tree Service & Company LLC, 1000 Hudson River Road.  
***Received & Filed***

**2.** **Received** from NYS Senator Daphne Jordan, a copy of a letter she sent to Senate Majority Leader Andrea Stewart-Cousins advocating for the restoration of state funding for the Aid and Incentives to Municipalities (AIM) program in the enacted 2021-22 State Budget as the requested funding restoration is critically important for local governments, local services, and local taxpayers.  
***Received & Filed***

## **NEW BUSINESS**

### **RESOLUTION NO. 75-2021**

**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 February 17, 2021 as presented.

### **RESOLUTION NO. 76-2021**

**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 Clerk Bryan**

**RESOLVED**, to approve minutes of the Special Town Board Meeting of February 24, 2021 as presented.

### **RESOLUTION NO. 77-2021**

**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 Town Supervisor to solicit bids for American Made Brass Fittings and Mueller Brass for the Town Water Department for the contract period of May 1, 2021 through May 1, 2024 to be received in the Town Clerk's Office by 1:00 pm on April 7, 2021. The sealed bids received shall be publicly opened and read aloud at that time.

### **RESOLUTION NO. 78-2021**

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

**RESOLVED**, that the Town Board authorizes the Town Supervisor to solicit bids for Truck Ultra Low Diesel Fuel, Unleaded Regular Gasoline and Kerosene (Diesel/Kerosene Blend) for Town departments for fuel contract period of May 1, 2021 through April 30, 2022 to be received in the Town Clerk's Office by 11:00 am on April 2, 2021. The sealed bids received shall be publicly opened and read aloud at that time.

### **RESOLUTION NO. 79-2021**

**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 accepts the Town Clerk's Certificate of No Filing for the Extension of the Consolidated Water District for the Town of Halfmoon.

**RESOLUTION NO. 80-2021**

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

**RESOLVED**, that the Town Board authorizes the Superintendent of Highways to purchase a Dump Truck with plow using Oneida County bid #2025 2020 from Albany Mack Sales for \$208,372.40 and to authorize the Highway Superintendent to execute any necessary documentation necessary to effectuate the purchase, subject to the review and approval of the Town Attorney.

**Resolution introduced by Town Superintendent of Highways Bryans**

**RESOLUTION NO. 81-2021**

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

**Resolution introduced by Town Clerk Bryan**

**RESOLVED**, that the Town Board approves the proposal from Amsure Insurance for the Town insurance coverage from carrier New York Municipal Insurance Reciprocal, for all coverage (Property, General Liability, Auto, Public Officials, etc.) in the amount of \$145,101.94 for the renewal period of March 1, 2021 through March 1, 2022, subject to review and approval of the Town Attorney.

**RESOLUTION NO. 82-2021**

**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 Superintendent of Highways Bryans**

**RESOLVED**, that the Town Board authorizes the Highway Superintendent to execute any documents necessary to apply for the annual Highway Work Permit for Non-Utility Work from the New York State Department of Transportation, subject to the review and approval of the Town Attorney.

**RESOLUTION NO. 83-2021**

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

**Resolution introduced by Coordinator – Building, Planning & Development Harris**

**RESOLVED**, that the Town Board hereby extends the authorization permitting the Zoning Enforcement Officer to review and approve or deny plans for placement of temporary structures or use of existing buildings upon the businesses current site for a use reasonably related to the current approved use for uses that would qualify as Type II actions pursuant to SEQRA, subject to the review and approval of the Town Supervisor. The Temporary structures or use of existing buildings may be used through December 31, 2021, are not to be used solely as storage facilities, and

must detail that there will be no negative impact on public safety based upon the proposed use, location, and safety precautions. There shall be no fee for the review, however, there will be an inspection fee required if an inspection is required by State or Local Laws.

**Supervisor Tollisen:** The Town Board is always pushing forward to help and support businesses find ways to expand and be successful.

#### **RESOLUTION NO. 84-2021**

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

**RESOLVED**, that the Town Board authorizes the Supervisor to enter into an agreement with General Control Systems Integration Service (GCS) to provide additional service and upgrades to enhance the security of the SCADA system at the Water Department in the not to exceed amount of \$13,350.00 subject to the review and approval of the Town Attorney.

**Supervisor Tollisen:** This is for upgrades for security purposes for the Water Department.

#### **RESOLUTION NO. 85-2021**

**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 Clerk Bryan**

**RESOLVED**, that the Town Board authorizes Sandy McAlonie to be Deputy Registrar of Vital Statics for the Town Clerk's Office.

#### **RESOLUTION NO. 86-2021**

**Offered** by Councilman Wasielewski, seconded by Councilman Connors: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, Connors, & Catricala  
**Resolution introduced by Supervisor of Buildings and Grounds Maiello**

**RESOLVED**, that the Town Board authorizes the Supervisor to enter into an Agreement with Halfmoon baseball to be the Guarantor for the Purchase Agreement between Halfmoon Baseball and Musco Sports Lighting, LLC, pursuant to which Halfmoon Baseball shall pay for lighting for Field two (2) in the Town Park in the not to exceed amount of \$181,119.00 to be paid in ten (10) annual payments in the amount of \$23,398.82, said lighting to be owned by the Town of Halfmoon upon installation, and to authorize the Supervisor to execute any documents to effectuate the Agreement, subject to the review and approval of the Town Engineer and the Town Attorney.

#### **RESOLUTION NO. 87-2021**

**Offered** by Councilman Connors, seconded by Councilman Connors: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, Connors, & Catricala  
**Resolution introduced by Supervisor of Buildings and Grounds Maiello**

**WHEREAS**, the Town Board is cognizant of the importance of creating recreational opportunities for residents to safely enjoy, and

**WHEREAS,** the Town Board has approved the installation of a lighting system for field #2 in the Town Park and any upgrades necessary to complete that project; and

**WHEREAS,** the cost of installing the upgrades necessary to complete that project is \$6,646.00 based upon the information provided by Musco Sports Lighting, LLC;

**NOW, BE IT THEREFORE RESOLVED,** that the Town Board hereby approves an expenditure in the not to exceed amount of \$6,646.00 for the installation of upgrades necessary to complete the installation of lights on field #2 in the Town park, said monies to come from the Recreation Fees located in the Special Revenue Fund, and to authorize the Supervisor to sign and all documentation needed to proceed with this project, subject to the review and approval of the Town Attorney.

**Supervisor Tollisen:** This is to upgrade additional lighting in the park to add lighting on pathways.

**RESOLUTION NO. 88-2021**

**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	\$360.00
	Subsidiary: Home & Community Services		
		25-4-2189.00	\$360.00
CREDIT:	Appropriations	25-960	\$360.00
	Subsidiary: Engineering Contractors Inspections		
		25-5-1440.40	\$360.00

Information Only: The above was derived from the following breakdown of charges to be paid on March 4, 2021 Abstract for engineering and related fees.

NAME	AMOUNT
Robleno Mixed Use	\$360.00
Total	\$360.00

**2020 Creation**

A resolution is necessary to close the project budgetary accounts within the Miscellaneous Capital Projects Fund for the Champlain Canal Trail from Upper Newtown Road to State Routes 4 & 32 (Empire State Trail). This Trail Project was funded fully in the amount of \$324,150 for engineering services by a NYS Hudson River Valley Greenway grant. The General Fund advanced the money for the project and was reimbursed as grant funds were received. The Town, HRVG and CHA have mutually agreed there is no feasible alternative that would allow the trail to be constructed at this time due to significant cost increases as outlined in a letter dated October 29, 2020 from Hudson River Valley Greenway.

DEBIT:	Appropriations	35-960	\$2,930,000
	Subsidiary: Cul & Rec- Champlain Canal Trail-North Segment		
	35-5-7150.29		\$2,930,000
CREDIT:	Estimated Revenues	35-510	\$2,930,000
	Subsidiary: Cul & Rec Cap Project-Grant		
	35-4-3897.00		\$2,930,000

Supervisor Tollisen:

**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 Connors and seconded by Councilman Wasielewski, the meeting was adjourned at 7:23 pm.

**Respectfully Submitted,**

**Lynda A. Bryan, Town Clerk**