

The October 21, 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, 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**

**Supervisor Tollisen:** During our Moment of Silence, if you can remember our Town employee Donovan Ayotte.

#### **PRESENTATION: CLIFTON PARK ELKS – NATIONAL RED RIBBON WEEK OCTOBER 23 – 30**

**Supervisor Tollisen** welcomed Bill Tierney, Exalted Ruler from the Clifton Park Elks who handed out Red Ribbons to the Board and read the following:

**RED RIBBON WEEK**, which is celebrated annually October 23-30, is the nation's oldest and largest drug prevention awareness program.

Red Ribbon Week was started after the death of Drug Enforcement Administration (DEA) Special Agent Enrique "Kiki" Camarena, who in 1985 was brutally tortured and murdered by drug traffickers he was investigating in Mexico. As a tribute to SA Camarena, high school friend, Henry Lozano and Congressman Duncan Hunter, created "Camarena Clubs" and the wearing of a red ribbon to show their oppositions to drugs.

In 1988, the National Family Partnership coordinated the first National Red Ribbon Week with President and Mrs. Reagan serving as honorary Chairpersons. Since then, the Red Ribbon campaign has taken on national significance, and NFP continues to coordinate the campaign for families, schools and communities across the nation each year. Wearing red ribbons during the month of October continues to represent our pledge to live drug free and honors the sacrifice of all who have lost their lives in the fight against drugs.

We, at the Clifton Park Elks have a number of Drug Awareness Programs that we hold at almost anything that we participate in. Everybody looks at the idea of the major drugs heroin, cocaine and things like that but the big things now that are becoming more prevalent is smoking, vaping and prescription drugs. Right now, a number of communities, State Police and Drug Stores are doing drug givebacks so that people don't have prescription drugs laying around the house that they are no longer using. I do encourage everybody at this point in time to find a location to give back any of the unused drugs that they have.

We will be over with you on Saturday. Tom Nealon is heading that but I also plan on being there too. Thank you for your attention.

**Supervisor Tollisen:** Thank you so very much. I think that it is appropriate that the Town Board does do a resolution for Red Ribbon Week and Drug Prevention Awareness. I will tell you on the Town Boards side that over the past several years, we have had opioid and drug awareness forums and have had prescriptions givebacks. We haven't done much this year because of Covid but we have partnered with our school districts, Sheriff's Office and Saratoga County on a number of

different programs as we look forward with partnering up with you as well in the very near future.

#### **RESOLUTION NO. 269 -2020**

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 proclaims Red Ribbon Week and Drug Prevention Awareness in the Town of Halfmoon during the week of October 23-30.

Bill Tierney: Thank you.

Supervisor Tollisen: A sincere thanks for all that you do in the community as well.

#### **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).

**THANKSGIVING FOOD DRIVE** – Donation boxes will be located at the front entrance of the Town Hall or in the Recreation Office.

**HALFMOON INDOOR FARMERS MARKET** in the Halfmoon Town Hall Foyer from 3:00 – 6:00. Fresh produce, Crafts & more every Wednesday starting October 7th.

**TRUNK OR TREAT** – October 24th from 5-7pm Take an eerie drive through the Town Park. At each themed stop receive a treat from the trunk of a local business.

**PAPER SHREDDING DAY** – November 7th from 9am-11am at the Highway Garage. This is a **FREE** service but we do ask for donations of non-perishable items for the Food Pantry.

#### **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 Town Infrastructure & Safety (Water, Highway, Building & Maintenance), (2) Chair of Recreation and Character Counts, (3) Chair of Personnel Committee

This Saturday in the Town Park we will be having the Trunk or Treat from 5-7 pm.

The Thanksgiving Food Drive update; we will be making baskets up on November 21<sup>st</sup> at 11:00 am and delivering food at 1:00 pm.

I would like to personally thank our Highway Superintendent for a lifetime of dedication to the Town of Halfmoon. He has had sleepless nights and a million% effort. Not only as a leader but also he has built quite a crew and their leadership moving forward. Thank you.

**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

Thanks, Mr. Supervisor. I would just like to give thanks to you and to all that attended the beautiful Veterans Ceremony that was held in the Town Park a few Saturdays ago. As always, the weather was perfect, the ceremony was very respectful and poignant. I don't think that anyone walked away from there without feeling a deep sense of gratitude, so thank you.

Like Councilman Hotaling, I would like to thank John Pingelski for his tireless service and dedication to his position as Town Highway Superintendent. I am resting easy knowing that that position is in good hands with Bill Bryans as Superintendent and Mike Hickok as Deputy Superintendent. I don't think that we could find two better people to step up.

Lastly, I don't think that there has been many people in town that have not been affected by the passing of Donovan Ayotte, just a wonderful, wonderful human being, great town employee and a very dedicated fireman. Donovan was always at every training session and gave 100% in everything that he did. He will be severely missed. He had a bright future ahead of him as a firefighter. I am certain that he would have been a Chief, I am certain of that. I would like to make a motion to set aside one page in tonight's meeting minutes in honor of Donovan.

#### **RESOLUTION NO. 270 -2020**

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

**Resolution Introduced by Councilman Wasielewski**

**RESOLVED**, that the Town Board approves setting aside one blank page in the meeting minute book in memory of Donovan Ayotte.

THIS PAGE WILL BE LEFT BLANK IN MEMORY OF DONOVAN AYOTTE

**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

Thank you, Mr. Supervisor. To echo my colleagues sentiments on Mr. Pingelski and his service to the Town, undoubtedly second to none. He is going to be sorely missed. He made the Highway Department a more structured and customer based and resident friendly. I just want to congratulate Bill Bryans and Mike Hickok, you guys will take this to the next level.

Lastly in my report with the passing of Donovan Ayotte, this is something that we were talking about, Donovan was a fantastic volunteer to this community. He has given hundreds and hundreds of hours of training or responding to calls to help others. With that said, I would like to move forward with

### **“The Donovan Ayotte Volunteer of the Year Award”**

That would go out to one of the members of the four departments. We would set up a committee to review those applicants from the Chiefs office. We can decide on the rules down the road but it would be in Donovan’s name and in his honor and he would be the first recipient of that award.

**Supervisor Tollisen:** Mr. Connors, I will ask that you and Mr. Wasielewski work on formulating that and bringing it to the rest of the Board.

**Councilman Connors:** Thank you. That is all that I have this evening.

#### **RESOLUTION NO. 271 -2020**

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

**Resolution Introduced by Councilman Connors**

**RESOLVED**, that the Town Board approves the Donovan Ayotte Volunteer of the Year Award in the Town of Halfmoon and Donovan Ayotte as the first recipient.

**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

I did not know Donovan, but I certainly got a crash course with the things that are written about him on Facebook. You know they say, don’t believe what you see on the internet but this would be the exception. There was nothing but good things said about him. I have known his Dad for 25 years or so but I have never had the opportunity to meet the young man. Certainly I think that in many ways, this is the week of the year that we would like to get over with as quickly as we can and move on. Thank you.

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

I am pleased to report that the Senior Center is slowly resuming activities for our seniors. Today they had “Movie Day” and the featured movie was Hocus Pocus just in time for Halloween. It is nice to see the programs at the Senior Center starting up again very carefully. Thank you.

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

Lyn Murphy, Esq., (Town Attorney)

**RESOLUTION NO. 272 -2020**

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

Resolution Introduced by Building, Planning Development Coordinator Harris

**RESOLVED**, that the Town Board schedule a public hearing for November 4, 2020 at 7:00 pm or as soon as the agenda allows in the A. James Bold Meeting Room to discuss the Local Law regarding outdoor storage of motor vehicles.

Cathy Drobny, Esq. (Town Attorney)

**PUBLIC COMMENT** (for discussion of agenda topics) No one came forward and no one on video.

**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. **Town Justice Fodera**  
Total # Cases – 177      Total Fees Submitted to the Supervisor - \$22,268

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

**CORRESPONDENCE**

1. Received from the Town Planning Board Resolutions approved at the October 13, 2020 meeting: Sign Application for T&J Electric, 419 Route 146, for Change of Use/Tenant Applications for Roots Barbershop Company LLC, 1603 Route 9, for Alta Industrial Management, 40 Farm to Market Road, for Evolution Construction, 6 Enterprise Avenue, for Tri City Construction, 40 Farm to Market Road, for Five Star Vending, Inc., 40 Farm to Market Road, for C&S Siding/Teton Roofing/Sanza Design & Build LLC, 77 Ushers Road, for Approval of a Minor Subdivision for the Impact Athletic Center, Route 146, for Approval of a Minor Subdivision and Special Use Permit for Pagoda Subdivision, 315 Grooms Road, for Final Approval of the Change of Use/Tenant Application for Nichols Marine & TNT Boat Tops, 929 Hudson River Road, and for a Denial of a Home Occupation for Fluffy Paws Dog Grooming, 18 Cambridge Avenue.

*Received & Filed*

2. Received from MPH Silicones LLC, 260 Hudson River Road. a public notice: NYS Department of Environmental Conservation, Notice of Complete Application for the applied for permit 1- Article 27 Title 9 Resource Conservation Recovery Act and now requesting a major modification to its 6 NYCRR Part 373 Hazardous Waste Management Permit for same facility.

*Received & Filed*

3. Received from Michael Bartlett, his letter of resignation as laborer in the Highway Department effective October 7, 2020.

*Received & Filed*



4. Received from the Comptroller's Office, the 2021 Preliminary Budget, filed in the Town Clerk's Office.

*Received & Filed*

5. Received from the Saratoga County Real Property Tax Service, the 2020 Final Assessment Rolls Totals.

*Received & Filed*

6. Received from John E. Pingelski, his letter of intent to retire as Highway Superintendent effective October 26, 2020.

*Received & Filed*

7. Received from the Clifton Park - Halfmoon Fire District #1, their 2021 Adopted Budget.

*Received & Filed*

8. Received from the Halfmoon – Waterford Fire District #1, their 2021 Adopted Budget.

*Received & Filed*

**Supervisor Tollisen:** Notably Mr. Pingelski has submitted his retirement letter effective as of October 26<sup>th</sup> and I will just note that this is after 32 years of service to the Town of Halfmoon. It is with regret that I am accepting this and giving the original to the Clerk. I am very happy for him. He has done a remarkable job for the Town of Halfmoon so we will dote on him at a future meeting. I also echo my colleagues is that one thing that John did well is that he made a tremendous team. I have already started throwing things at Billy around John and he has been remarkable. He is great with our residents and customer service is #1 for this Town. Mike and I have worked together in the Park's Department many, many years ago. We will not share any of those stories, but Mike has been remarkable to the Highway Department as well. He is going to make a fantastic Deputy Superintendent so right there is a tremendous team that will carry on the great work of Superintendent Pingelski. We won't say Congratulations yet until the resolutions, but after that we will! We look forward to working with you guys.

## **NEW BUSINESS**

### **RESOLUTION NO. 257 -2020**

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 minutes of Town Board Meeting of October 7, 2020 as presented.

### **RESOLUTION NO. 258 -2020**

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

**Resolution Introduced by Building, Planning Development Coordinator Harris**

**RESOLVED**, that the Town Board hereby waives all fees associated with any and all permits necessary to replace the septic system for the West Crescent Fire Department, subject to the review and approval of the Town Attorney.

**RESOLUTION NO. 259 -2020**

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

**WHEREAS**, the Town Board intends to adopt Lead Agency status for the Shea Pointe Planned Development District; and

**WHEREAS**, the Town of Halfmoon intends to act as Lead Agency for the Project;

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

- 1. That the Town Board of the Town of Halfmoon hereby gives notice of their intent to declare Lead Agency pursuant to the State Environmental Quality Review Act.
- 2. That the Town Supervisor for the Town of Halfmoon is hereby authorized to execute any necessary documentation to remain in compliance with the State Environmental Quality Review Act, subject to the review and approval of the Town Attorney.

**RESOLUTION NO. 260 -2020**

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 schedule a Public Hearing for the 2021 Preliminary Budget for November 4, 2020 at 7:00 pm or as soon as the agenda allows in the A. James Bold Meeting Room.

**RESOLUTION NO. 261 -2020**

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

**RESOLVED**, that the Town Board hereby appoints William B. Bryans, Jr. as the Acting Superintendent of Highways to be paid \$89,898.00 per year, pro-rated, effective 10/27/2020, provided the position of Superintendent of Highways is vacant on that date.

**POLL OF THE BOARD**

Supervisor Tollisen	Aye
Councilman Hotaling	Aye
Councilman Wasielewski	Aye
Councilman Connors	Aye
Councilman Catricala	Aye

Supervisor Tollisen: Congratulations Mr. Bryans

**RESOLUTION NO. 262 -2020**



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

**RESOLVED**, that the Town Board hereby appoints Michael Hickok as the Deputy Superintendent of Highways Grade 8/Step 6, \$65,552.00 per year, pro-rated, effective 10/27/2020, provided the position of Deputy Superintendent of Highways is vacant on that date.

**POLL OF THE BOARD**

Supervisor Tollisen	Aye
Councilman Hotaling	Aye
Councilman Wasielewski	Aye
Councilman Connors	Aye
Councilman Catricala	Aye

Supervisor Tollisen: Congratulations Mr. Hickok

**RESOLUTION NO. 263 -2020**

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

**RESOLVED**, that the Town Board authorizes renewing its membership with Saratoga Economic Development Corporation (SEDC) for 2020 at an annual member investment amount of \$1,126.00, subject to the review and approval of the Town Attorney.

**RESOLUTION NO. 264 -2020**

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 Tollisen**

**RESOLVED**, that the Town Board hereby authorizes the Supervisor to enter into an agreement with West Crescent Fire District to provide transportation on Friday, October 23, 2020, utilizing Town vehicles, and hereby authorizes the Supervisor to execute said agreement, subject to the review and approval of the Town Attorney.

**RESOLUTION NO. 265 -2020**

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

**RESOLVED**, that the Town Board approves entering into a formal Assessment Agreement between the Town of Halfmoon and CAPWEN, LLC for parcel #278.4-1-1.22 located at 1517 Route 9, Town of Halfmoon, NY reducing the 2019 assessment from \$550,600 to \$472,313 and reducing the 2020 assessment from \$501,670 to \$468,188, and to authorize the Town Attorney to execute any documents necessary to effectuate the Agreement.

#### **RESOLUTION NO. 266 -2020**

Offered by Councilman Wasielewski, seconded by Councilman Connors: 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 Wal-Mart Real Estate Trust #2844 for parcel #278.-2-56 located at 1549 Route 9, Town of Halfmoon, NY discontinuing the 2017, 2018 and 2019 proceedings, reducing the 2020 assessment from \$8,261,400 to \$7,911,400 and the 2020 assessment shall remain in place for 2021, 2022, and 2023, and to authorize the Town Attorney to execute any documents necessary to effectuate the Agreement.

#### **RESOLUTION NO. 267 -2020**

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 Coordinator Harris**

**RESOLVED**, that the Town Board accepts for Road Dedication Henderson Drive and Bradley Circle, together with an easement for the following areas; storm-water management, storm-water utility area and emergency access area which are located in the Eastpointe Homes PDD as all of the standards as set by the Town of Halfmoon Roadway Dedication Procedure have been satisfied, subject to the conditions listed below and the review and final approval of the Highway Superintendent for the road improvements and the Town Attorney for the Deed descriptions, closing papers, title insurance, letters of credit and all related or required documents, said documents to be executed by the Town Attorney. The Town shall not issue certificates of occupancy that allow for overnight accommodations, or maintain, plow or, otherwise care for the roads until proof of recording of all necessary documents with the County Clerk's office are received, and this approval is conditioned on the following: (1) prior to issuance of the 3<sup>rd</sup> Certificate of Occupancy (C.O.), all street signs within the development must be installed to the satisfaction of the Town; (2) prior to issuance of the 1<sup>st</sup> C.O., the sidewalk accessing Cemetery Road from the development shall be restricted from use by residents of Eastpointe Homes in a manner satisfactory to the Town, until the time that the crosswalk striping and pedestrian crossing pedestal and signage on Cemetery Road are; (3) the emergency access drive and internal sidewalks shall be installed pursuant to the approved subdivision plan no later than the issuance of the C.O.s for the residences located on the adjacent lots.

#### **RESOLUTION NO. 268 -2020**

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

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	\$9,847.85
	Subsidiary: Home & Community Services		
	25-4-2189.00		\$9,847.85
CREDIT:	Appropriations	25-960	\$9,847.85
	Subsidiary: Engineering Contractors Inspections		
	25-5-1440.40		\$9,847.85

Information Only: The above was derived from the following breakdown of charges to be paid on October 22, 2020 Abstract for engineering and related fees.

NAME	AMOUNT
Bayberry Drive	\$1,440.00
Eastpointe Subdivision	\$2,118.20
Hanks Hollow Subdivision	\$720.00
Halfmoon Waterford Fire District	\$720.00
Impact Athletic Center	\$540.00
Linden Village	\$540.00
Paar Estates	\$2,699.65
Pleasant Valley (Plant Road)	\$530.00
3 Halfmoon Crossing Blvd	\$540.00
Total	\$9,847.85

A resolution is necessary to create additional appropriations within the Special Lighting District Fund 2020 Adopted Budget. The purpose of this creation is to provide adequate budgetary appropriations thru December 31, 2020.

DEBIT:	Appropriated Fund Balance	65-599	\$900.00
CREDIT:	Appropriations	65-960	\$900.00
	Subsidiary: Street Lighting Contractual		
	65-5-5182.40		\$900.00

**PUBLIC COMMENT (for discussion of non-agenda items)**

Deputy Highway Superintendent Bryans thanked the Board for the use of Town vehicles to be used to shuttle to West Crescent Fire House on Friday October 22<sup>nd</sup>.

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 7:24 pm.

Respectfully Submitted,

Lynda A. Bryan, Town Clerk