

**The May 21, 2025 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  
Kelly L. Catricala, Town Clerk  
Lyn A. Murphy, Town Attorney  
Cathy L. Drobny, Deputy Town Attorney

**PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE**

**PROCLAMATION: LANCE'S HAULING**

**Supervisor Tollisen:** There are two presentations on the agenda today, and these are some of the things we enjoy doing as Town Board Members, that we can commend those in our community that have made a difference, and who have invested their time and talents. The first honor tonight is for Lance Skaarup, owner of Lance's Hauling, who is here with his wife tonight. Welcome and thank you for being here this evening. This was brought to us about Lance owning a business, being a small business owner for the past 20 years.

**PROCLAMATION HONORING LANCE SKAARUP**  
**FOR 20 YEARS IN BUSINESS**

**WHEREAS,** Lance Skaarup is the owner and operator of the oldest family owned Junk Removal Company in the Capital District, being in business for the last twenty (20) years; and

**WHEREAS,** Lance began his career in 1996 working at A. Duie Pyle Trucking Company as a tractor trailer driver and took on more responsibilities in leadership moving from being inbound/outbound supervisor to operations manager and then terminal manager of the brand new terminal in Schodack; and

**WHEREAS,** Lance and his wife were blessed with a son and daughter; and

**WHEREAS,** Lance bought his first truck and two trailers in March of 2005, and on April 21, 2005, he received his DBA, eventually creating a business plan for the Junk Removal business which he still operates as a successful family owned business; and

**WHEREAS,** a community benefits from small business owners like Lance who invest their time and talents for the betterment of the community; and

**WHEREAS**, the Town Board of the Town of Halfmoon wishes to recognize and commend Lance Skaarup on his 20<sup>th</sup> Anniversary as a small business owner;

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

1. That the Town Board of the Town of Halfmoon recognizes and commends Lance Skaarup on his 20<sup>th</sup> anniversary in business.
2. That the Town Board of the Town of Halfmoon extends its best wishes for continued success as a small business owner.
2. That a framed copy of this Resolution be presented to Lance Skaarup for his investment to our community and in commemoration of his milestone anniversary in business.

DATED: May 21, 2025

---

KEVIN J. TOLLISEN  
HALFMOON TOWN SUPERVISOR

**RESOLUTION NO.171-2025**

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

**Resolution Introduced by Resolution Introduced by Supervisor Tollisen**

**RESOLVED**, that the Town Board recognizes and congratulates Lance Skaarup on the 20<sup>th</sup> anniversary of doing business as Lance's Hauling.

**Supervisor Tollisen:** Our congratulations from the Town Board of the Town of Halfmoon, happy anniversary!

**PRESENTATION:HALFMOON HERO**

**Supervisor Tollisen:** Next on our agenda is a Halfmoon Hero Award Presentation. A time ago, the Town Board of the Town of Halfmoon created the Halfmoon Hero Award, which is completely anonymous , the applications come in, no one has to sign them, but it is for people who would like to submit the name of someone who has gone above and beyond for their community, someone who is always there for the community, and who is what I like to call a genuine good soul. We have one of those here tonight; a genuine good soul who is always happy, always has a smile, always willing to help and go above and beyond, always has a kind word, and is always happy to be part of the group. Tonight, our Halfmoon Hero is Annie Knickerson.

# TOWN OF HALFMOON PROCLAMATION

*Anna Nickerson*

has been recognized as a

*“Halfmoon Hero”*

By the Town Board of the Town of Halfmoon for her outstanding volunteer service and dedication to the community. Anna has been actively involved in the Town of Halfmoon having been a member and officer of the Halfmoon Senior Center and Halfmoon Celebrations Association. Anna selflessly donates her time to many Town events and has an avid love for her community. Her sense of honor and duty to put others first helps make Halfmoon a better place for all its citizens.

The Town Board of the Town of Halfmoon hereby establishes this 21st day of May 2025 as a day set aside to honor Anna Nickerson as a “Halfmoon Hero” and hereby holds Anna Nickerson as a citizen worthy of the highest esteem.

Kevin J. Tollisen, Town Supervisor  
21 May 2025

## RESOLUTION NO.172-2025

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

**RESOLVED**, that the Town Board recognizes Annie Knickerson as a Halfmoon Hero.

**Supervisor Tollisen:** Annie, on behalf of the Town of Halfmoon and the anonymous person who nominated you, Congratulations on being a Halfmoon Hero, and thank you for all you do for our community, it does not go unnoticed and thank you for always having a good attitude and always sharing yourself to just be there for everyone.

**PUBLIC HEARING: AMENDING TOWN CODE OF THE TOWN OF HALFMOON AND REGULATIONS REGARDING WETLANDS BASED UPON CHANGES TO NEW YORK STATE LAW.**

**Supervisor Tollisen:** Next on our agenda, is a Public Hearing to amend the Town Code of the Town of Halfmoon and Regulations regarding Wetlands based upon changes to New York State Law. Would anyone like to have the Public Notice read? Hearing from no one present or online, I will waive having the public notice read and I will open the Public Hearing at 7:12 pm. Are there any questions of the Board? Are there any questions from the Public? There is no one online and have we received any written correspondence?

**Town Clerk Catricala:** We have not received written correspondence.

**Supervisor Tollisen:** If not, I will close the Public Hearing at 7:13 pm, what is the desire of the Board?

**RESOLUTION NO.173-2025**

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

**Resolution Introduced by Resolution Introduced by Supervisor Tollisen**

**RESOLVED**, that the Town Board declares Negative Declaration for SEQRA on the amendment to the Town Code and Regulations regarding Wetlands based upon changes to New York State Law.

**RESOLUTION NO.174-2025**

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

**Resolution Introduced by Resolution Introduced by Supervisor Tollisen**

**RESOLVED**, that the Town Board adopts the amendment to the Town Code and Regulations regarding Wetlands based upon New York State Law.

**POLL OF THE BOARD**

<b>Councilman Catricala</b>	<b>Aye</b>
<b>Councilman Connors</b>	<b>Aye</b>
<b>Councilman Wasielewski</b>	<b>Aye</b>
<b>Councilman Hotaling</b>	<b>Aye</b>
<b>Supervisor Tollisen</b>	<b>Aye</b>

**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).

**FARMER’S MARKET:** Every Wednesday from 2:00 pm to 5:00 pm inside the Town Hall. Come visit our local farms, crafters, and vendors that will be on hand every week.

**HALFMOON COMPREHENSIVE PLAN UPDATE PAGE:** is live at [www.planhalfmoon.com](http://www.planhalfmoon.com). Visit the website to find out more about the Halfmoon Comprehensive Plan Update.

**TOWN OF HALFMOON HISTORICAL BUILDING:** Historian Lynda Bryan, has announced that the Halfmoon Historical Building will be open Wednesday, May 21st & Saturday, May 24th; Saturday, June 7th & Wednesday, June 11th 2025 10 am -1:00pm and invites all to visit to view the current displays. The Historical Building is also open by appointment. Please contact Lynda Bryan, Historian at 518-371-7410 Ext. 2331 or lbryan@townofhalfmoon.org. Volunteers Needed for upcoming events: *200th Anniversary of the Erie Canal and 250th Anniversary of the Revolutionary War.*

**CONCERT IN THE PARK:** Halfmoon Celebrations Association, Inc. presents Concert in the Park, Featuring the band Country Steel. Friday, July 11th, 2025 6:30 pm to 9:00 pm at the Halfmoon Town Park, 162 Route 236, Halfmoon, NY 12065. This is a free event, however, donations are greatly appreciated. There will be a 50/50 raffle. Bring a lawn chair, blanket, snacks (Alcohol Is prohibited on Town Property), and your dancing shoes! Visit [www.halfmooncelebrations.org](http://www.halfmooncelebrations.org) for more information.

**MOVIE NIGHT IN THE PARK:** Halfmoon Celebrations Association Inc. presents Movie Night in the Park, Friday, July 25th, 2025 8:15 pm at the Halfmoon Town Park, 162 Route 236, Halfmoon, NY 12065. This is a free event, however, donations are greatly appreciated. Bring a lawn chair, blanket, snacks (Alcohol is prohibited on Town Property). Visit [www.halfmooncelebrations.org](http://www.halfmooncelebrations.org) for more information

**TOWN MEETINGS:**

**\*If a Monday meeting falls on a holiday, the meeting will be held the next day (Tuesday).**

- Town Board: 1st and 3rd Wednesday of the month at 7:00 PM  
Pre-meeting at 6:15 PM
- Zoning Board of Appeals: 1st Monday\* of the month at 7:00 PM  
Pre-meeting at 6:45 PM
- Planning Board: 2nd and 4th Monday\* of the month at 7:00 PM  
Pre-meeting at 6:15 PM
- Trails & Open Space Committee: 3rd Monday\* of the 3rd month at 7:00 PM, unless otherwise announced.

**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) Chair of Infrastructure & Safety (Water, Highway, Building & Maintenance) (4) Co-Chair for Character Counts, (5) Co-Liaison to Comprehensive Plan Update Committee.

**Councilman Hotaling:** I have no report this evening, thank you.

**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.

**Councilman Wasielewski:** I have no report this evening thank you, Mr. Supervisor.

**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

**Councilman Connors:** No report, Thank you Mr. Supervisor.

**Eric Catricala: (Town Board Member):** (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.

**Councilman Catricala:** I have nothing this evening, thank you.

**Kelly L. Catricala: (Town Clerk)** No report this evening, thank you.

**Town Clerk Catricala:** I have no report this evening, thank you.

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

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

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

**PUBLIC COMMENT (For Discussion of Agenda Items)** No one came forward.

**DEPARTMENT REPORTS**

- 1. **Town Justice Fodera**  
Total # Cases 213 Total Fees submitted to the Supervisor \$25,449.00
- 2. **Building Permits**  
Total # Permits 89 Total Fees submitted to the Supervisor \$32,634.00  
Fire Inspections 53 Total Fees submitted to the Supervisor \$5,650.00

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

**CORRESPONDENCE**

- 1. **Received** from the Town of Halfmoon Planning Board, their resolutions passed at the April 28, 2025 meeting.  
**Received & Filed**
- 2. **Received** from the Federal Energy Regulatory Commission, Office of Energy Projects, their 2024 Dam Safety Surveillance and Monitoring Report regarding a letter to Brookfield Power Inc. accepting the 2024 DSSMR filed by letter dated March 28, 2025, for the School Street Project under P-2539.  
**Received & Filed**
- 3. **Received** from Aurora Wood (dba) The Highest Peak, LLC, their intent to have or file an application for licensure with the Office of Cannabis Management to open a retail dispensary at 1508 US-9 Halfmoon, NY 12065.  
**Received & Filed**
- 4. **Received** from the NYS Department of Taxation & Finance, their notification of Certificate of the Final State Equalization Rate for the 2025 Assessment Roll.  
**Received & Filed**
- 5. **Received** from NYS DOT their response letter to the Town of Halfmoon's request for a Speed Study on Cold Springs Drive and Werner Road, indicating that a reduction of speed is recommended, and that the Town of Halfmoon may arrange to install the appropriate speed limit signs per the 2023 MUTCD and NYS Supplement.  
**Received & Filed**

6. **Received** from the Clifton Park Village Cemetery Association Secretary Nancy Jarose, a letter of appreciation and expressing a "Job Well Done" to the Halfmoon Highway Department Crew for their time and work to open a ditch so that underground wiring could be run and another so that they could reconnect to their water system.

**Received & Filed**

7. **Received** from CAPTAIN Community Services, a letter of appreciation to the Town of Halfmoon for the 30 boxes of dry and canned food donated, which will replenish their food pantry with much needed food items.

**Received & Filed**

8. **Received** from NYSDOT, their response to the Town of Halfmoon's request for installing a Rectangular Rapid Flashing Beacon (RRFB) at the marked crosswalk on Route 236 and Betts Lane in the Town of Halfmoon. Based on the data they collected and the Department's guidance on RRFB'S, they have determined that this device is not warranted.

**Received & Filed**

## **OLD BUSINESS**

## **NEW BUSINESS**

### **RESOLUTION NO.160-2025**

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

**Resolution Introduced by Resolution Introduced by Town Clerk Catricala**

**RESOLVED**, that the Town Board approves the Minutes of the Town Board Meeting of May 07, 2025.

### **RESOLUTION NO.161-2025**

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

**Resolution Introduced by Resolution Introduced by Comptroller Sullivan**

**RESOLVED**, that the Town Board the Town Board approves Comptroller's Report for April, 2025.

### **RESOLUTION NO.162-2025**

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

**Resolution Introduced by Superintendent of Water & Building Maintenance Supervisor Tironi**

**RESOLVED**, that the Town Board hereby hires Logan Fletcher as a Water Department Laborer at Grade 2 Base Pay \$23.38/hr. effective May 27, 2025, subject to successful completion of pre-employment testing.

**Supervisor Tollisen:** Logan, congratulations and welcome aboard!

#### **RESOLUTION NO. 163-2025**

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

**RESOLVED**, that the Town Board authorizes the Supervisor to enter into an agreement with ABS Solutions, LLC. in the not to exceed amount of \$3,161.00 for Cisco 48 and 24 Port 10GB switch for the Highway Department as detailed in the proposal dated May 14, 2025, and authorize the Supervisor to execute any documents necessary to effectuate the Agreement, subject to the review and approval of the Town Attorney.

#### **RESOLUTION NO.164-2025**

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

**RESOLVED**, that the Town Board appoints Benjamin Weeks as a part time, seasonal, Highway Laborer, at Grade 2 Base pay \$21.96 per hour effective May 27, 2025, subject to pre-employment drug testing.

#### **RESOLUTION NO.165-2025**

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

**RESOLVED**, that the hereby appoints Julie Shipp as a permanent Principal Account Clerk effective May 7, 2025, to be paid at her current salary.

#### **RESOLUTION NO.166-2025**

**Offered** by Councilman Connors, 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 authorizes the Supervisor to enter into an Agreement with Snyder Printer to provide printing services for the 2025 Summer edition of the Halfmoon Navigator in the not to exceed amount of \$6,981.00, subject to the review and approval of the Town Attorney.

#### **RESOLUTION NO.167-2025**

**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 License for the 2025-2026 licensing year, per the inspection and approval of the Sr. Code Enforcement Officer, Hebert as follows: Arrowhead MHP, Crescent City MHP; Crescent Gardens MHP; D&R Village; Gregoire MHP; Halfmoon Heights MHP; Hanson's Halfmoon MHC; Martindale Court; Midway Village; Springbrook Community; Smith Road; Vosburgh Mobile Home Park; West Crescent Mobile Home Park.



## **RESOLUTION NO.168-2025**

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

**Resolution Introduced by Superintendent of Highways Bryans**

**Supervisor Tollisen:** I will recuse myself from Resolution # 168, Mr. Hotaling will run this resolution.

**Councilman Hotaling:** Madam Clerk, Resolution # 168, please.

**RESOLVED**, that the Town Board authorizes the Supervisor to enter into an agreement with Evolution Construction Services to repair a washed out culvert at Christine Court consistent with the proposal labeled Town of Halfmoon – Christine Court, in the not to exceed amount of \$26,680.00 and to authorize the Supervisor to sign the agreement and any documentation necessary to complete the work, subject to the review and approval of the Town Attorney.

## **RESOLUTION NO.169-2025**

**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 of Buildings and Grounds Maiello**

**RESOLVED**, that the Town Board authorizes the Supervisor to create a Community Garden utilizing Recreation Fees located in the Special Revenue Fund, consistent with the estimate dated May 1, 2025, in the not to exceed amount of \$23,180.00 and to authorize the Supervisor to sign any documentation necessary to complete the work, subject to the review and approval of the Town Attorney.

## **RESOLUTION NO.170-2025**

**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 Sullivan**

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

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

**ADJOURN**

**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 7:17 pm.**

**Respectfully Submitted,**

**Kelly L. Catricala Town Clerk**



ABS Solutions, LLC

52 Corporate Circle

Suite 105

Albany, NY 12203

Phone: (518) 608-5805 Fax: (518) 608-5808

## Proposal

Date	Proposal #
5/14/2025	45682

Name / Address
Town of Halfmoon Douglas Mikol 2 Halfmoon Town Plaza Halfmoon, NY 12065

Ship To
Town of Halfmoon Douglas Mikol 2 Halfmoon Town Plaza Halfmoon, NY 12065

P.O. No.	Terms	Project
	Net 30	Cisco Catalyst 1200 24 Port 10GB Switch for HWY

Description	Qty	Rate	Total
PEPPM Synnex Catalog Contract 530205-001			
Cisco Catalyst 1200-48P-4X - switch - 48 ports - smart - rack-mountable	1	1,135.00	1,135.00
Cisco Smart Net Total Care - extended service agreement 8x5 NBD for Cisco Catalyst 1200 48 Port Switch 10GB SFP+ - 3 Year	1	540.00	540.00
Cisco Catalyst C1200-24P-4X Ethernet Switch - 24 Ports - Manageable - 10 Gigabit Ethernet - 10/100/1000Base-T, 10GBase-X - 3 Layer Supported - Modular - 230-90 W Power Consumption - 195 W PoE Budget	1	738.00	738.00
Cisco Smart Net Total Care - extended service agreement 8x5 NBD for Cisco Catalyst 1200 24 Port Switch 10GB SFP+ - 3 Year	1	348.00	348.00
AddOn - Network Upgrades Cisco SFP-10G-SR Compatible 10GBase-SR SFP+	2	200.00	400.00
* Pricing valid through 5/31/2025			
* All orders are final. No returns, exchanges or cancellations will be honored.			
* Installation and configuration not included.			
* Any tariff charges incurred by ABS Solutions from the distributor at time of order placement will be passed on to the Name/Address specified within this proposal.			

Thank you for your business.

I agree to invest in the products/services listed above. Please sign and fax to (518) 608.5808

Signature \_\_\_\_\_

<b>Subtotal</b>	\$3,161.00
<b>Sales Tax (0.0%)</b>	\$0.00
<b>Total</b>	\$3,161.00

**SNYDER** 691 River Street  
Troy, NY 12180  
P 518-272-8881  
F 518-272-8935  
**PRINTER** snyderprinter.com

Town of Halfmoon New York  
324 Route 146  
2 Halfmoon Town Plaza  
Halfmoon, NY 12065

05/05/25  
Estimate: 67841

Dear Kate,

We are pleased to provide you with the following quotation:

**Description:** Navigator Newsletter - 20 Page Self Cover - Summer 2025  
**Size:** 17 x 11 (Flat) - 8.5 x 11 (Finished)  
**Number of Pages:** 20 Page Self Cover  
**Artwork:** Electronic File Supplied (Press Ready PDF)  
**Bleeds:** NO  
**Proofs:** PDF Proof for Approval  
**Stock:** 70# Salt Text - White  
**Inks:** 4 Color Process Throughout  
**Other:** Printing 20 Micron Staccato Screening  
**Bindery:** Fold Signatures  
**Bindery:** Saddle Stitch & Trim to 8.5 x 11  
**Other:** Pack for Mailing (Everyday Door Direct Mail - EDDM)  
**Other:** Process and Mail 14,367 (Residential ONLY) - 3 Zip Codes - 19 Routes  
**Other:** This # may change when we run the lists again the week of 6/16/25.  
**Other:** Postage Additional - \$ 3,075.72  
**Delivery:** 150 to: Supervisor's Office - Town of Halfmoon (Via: Snyder Van)  
**Delivery:** 14,367 to USPS

**Quantity:** 14,517  
**Price:** \$6,981.00

Thank you for this opportunity.

Sincerely,

Dean Snyder

Paper based on current pricing, subject to change. Unless otherwise stated, this proposal is subject to acceptance of the standard printing trade customs, terms and conditions as designated on a separate sheet to be provided upon request.

Town of Halfmoon - Christine Court

Town of Malta - 2024 - Highway Maintenance Services Contract

Date: TBD

Location: Christine Court - Washout Culvert Repair - Halfmoon, NY 12065

Description of Work: Provide all equipment & labor for mobilization & excavation for the repair of 24" culvert on Christine Court.

Item/Description	Quantity	Unit Cost	Cost	Unit
Labor				
L Superintendent	8	\$ 145.00	\$ 1,160.00	H
L Foreman	16	\$ 125.00	\$ 2,000.00	H
L Foreman - Overtime	4	\$ 165.00	\$ 660.00	H
L Laborer	16	\$ 105.00	\$ 1,680.00	H
L Laborer - Overtime	4	\$ 145.00	\$ 580.00	H
L Truck Driver - CDL	8	\$ 100.00	\$ 800.00	H
L Truck Driver - CDL - Overtime	0	\$ 130.00	\$ -	H
L Operator A	16	\$ 125.00	\$ 2,000.00	H
L Operator A - Overtime	4	\$ 165.00	\$ 660.00	H
L Operator B	0	\$ 121.00	\$ -	H
L Operator B - Overtime	0	\$ 161.00	\$ -	H
L Operator C	0	\$ 119.00	\$ -	H
L Operator C - Overtime	0	\$ 158.00	\$ -	H
Equipment				
E Air Compressor	0	\$ 20.00	\$ -	H
E Compactor - 22-30	0	\$ 10.00	\$ -	H
E Compactor - 36	10	\$ 10.00	\$ 100.00	H
E Dirt Roller - 48-60	0	\$ 15.00	\$ -	H
E Dirt Roller - 60-72	0	\$ 18.00	\$ -	H
E Dirt Roller - 72-84	0	\$ 20.00	\$ -	H
E Dozer - 50-100	0	\$ 75.00	\$ -	H
E Dozer - 101-299	0	\$ 175.00	\$ -	H
E Excavator - 0-1	0	\$ 50.00	\$ -	H
E Excavator - 0-3	0	\$ 100.00	\$ -	H
E Excavator - 3-5	20	\$ 175.00	\$ 3,500.00	H
E Loader - -1	0	\$ 50.00	\$ -	H
E Loader - 1-4	0	\$ 80.00	\$ -	H
E Loader - +4	0	\$ 80.00	\$ -	H
E Truck - 1/2	0	\$ 20.00	\$ -	H
E Truck - 3/4	0	\$ 25.00	\$ -	H
E Truck - Back	0	\$ 40.00	\$ -	H
E Truck - Utility	20	\$ 75.00	\$ 1,500.00	H
E Truck - Tractor & Lowboy	8	\$ 175.00	\$ 1,400.00	H
E Track Dump Truck - 6cy	10	\$ 100.00	\$ 1,000.00	H
E Dump Truck - 14cy	0	\$ 150.00	\$ -	H
E Trailer	20	\$ 50.00	\$ 1,000.00	H
E Skid Steer - 70HP-80HP	20	\$ 75.00	\$ 1,500.00	H
E Water Truck - Gallon	0	\$ 100.00	\$ -	H
E Goosen Stryk Mulcher	0	\$ 40.00	\$ -	H
E Hydro Seeder	0	\$ 0.55	\$ -	SF
E 3" Trash Pump	0	\$ 25.00	\$ -	H
E All Purpose Saw	0	\$ 15.00	\$ -	H
E Roller - Blacktop	0	\$ 75.00	\$ -	H
E Scraper	0	\$ -	\$ -	H
E Sweeper/Road Broom	0	\$ 100.00	\$ -	H
E Concrete Chop Saw	0	\$ 25.00	\$ -	H
E Compressor	0	\$ 25.00	\$ -	H
E Steel Plates	0	\$ 30.00	\$ -	H
E Generator	0	\$ 25.00	\$ -	H
E Light Plant	0	\$ 30.00	\$ -	H
E Trench Box	8	\$ 30.00	\$ 240.00	H
E Stone/Sand Box	0	\$ 30.00	\$ -	H
E Sheeting per 100sq ft	0	\$ 100.00	\$ -	H
E Road Plates 1" x 100 sf	0	\$ 30.00	\$ -	H
Labor Total			\$ 9,540.00	
Equipment Total			\$ 10,240.00	
Material Total			\$ 3,450.00	
Grand Total			\$ 23,230.00	

**Town of Halfmoon - Christine Court**

Town of Malta - 2024 - Highway Maintenance Services Contract

Date: TBD

Location: Fellowes Road - Halfmoon, NY 12065

Description of Work: Provide all equipment & labor for mobilization & excavation for the removal and installation of +/- 70' of corrugated metal pipe per provided proposal dated 5/12/2025

Item/Description		Quantity	Unit Cost	Cost	Unit
Material					
M	Swamp Mat Rental	12	\$ 250.00	\$ 3,000.00	
M			\$ -	\$ -	
M			\$ -	\$ -	
M			\$ -	\$ -	
M			\$ -	\$ -	
M			\$ -	\$ -	
M			\$ -	\$ -	
M			\$ -	\$ -	
M			\$ -	\$ -	
M			\$ -	\$ -	
M			\$ -	\$ -	
M			\$ -	\$ -	
M			\$ -	\$ -	
M			\$ -	\$ -	
M			\$ -	\$ -	
M			\$ -	\$ -	
M			\$ -	\$ -	
M			\$ -	\$ -	
M			\$ -	\$ -	
			Material Total	\$ 3,000.00	
			15% Markup	\$ 450.00	
			Grand Total	\$ 3,450.00	



# Community Garden Proposal

Town of Halfmoon | 2 Halfmoon Town Plaza, Halfmoon NY 12065

Project includes a 50'x60' fenced in area with 15 raised beds and amenities

**CUSTOMER**

Town of Halfmoon

**ESTIMATE NO**

2025-1

**DATE**

5/1/25

**ADDRESS**

2 Halfmoon Town Plaza

**CITY/STATE/ZIP**

Halfmoon NY 12065

**PHONE**

(518) 371-7410

**E-MAIL**

grounds@townofhalfmoon.org

**PROJECT**

Community Garden

**PREPARED BY:**

Paul Maiello

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	4' Black Aluminum Fencing with 2 gates	\$14,850.00	\$14,850.00
30	Mulch	\$30.00	\$900.00
15	8'x4' Raised Wooden Beds	\$80.00	\$1,200.00
1	8'x10' Resin Garden Shed	\$1,300.00	\$1,300.00
2	Rain Catcher Barrel with Hose	\$115.00	\$230.00
2	Dual Chamber Tumbling Composter	\$75.00	\$150.00
4	32 gal. Galvanized Trash Can	\$100.00	\$400.00
4	Potting Garden Table/Work Bench	\$85.00	\$340.00
4	Gardening Tool Set in Storage tote Bag	\$25.00	\$100.00
1	Community Garden Sign	\$700.00	\$700.00
4	45" Garden Hoe	\$25.00	\$100.00
4	Garden Harvest/Storage Basket 4 gal. capacity	\$10.00	\$40.00
4	1 gal. Watering Can with Sprinkler Head	\$20.00	\$80.00
4	Velcro Garden Tie Wrap Plant Supports	\$8.00	\$32.00
1	200pcs 4" Plastic Plant Name Stake	\$8.00	\$8.00
20	Topsoil	\$30.00	\$600.00
30	Compost Bags w/ Peat Moss	\$5.00	\$150.00
	Plants, Vegetable Seeds	\$2,000.00	\$2,000.00
TOTAL			\$23,180.00



# Community Garden Proposal

Town of Halfmoon | 2 Halfmoon Town Plaza, Halfmoon NY 12065

Project includes a 50'x60' fenced in area with 15 raised beds and amenities

**CUSTOMER**

Town of Halfmoon

**ESTIMATE NO**

2025-1

**DATE**

5/1/25

**ADDRESS**

2 Halfmoon Town Plaza

**CITY/STATE/ZIP**

Halfmoon NY 12065

**PHONE**

(518) 371-7410

**E-MAIL**

grounds@townofhalfmoon.org

**PROJECT**

Community Garden

**PREPARED BY**

Paul Maiello

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	4" Black Aluminum Fencing with 2 gates	\$14,850.00	\$14,850.00
30	Mulch	\$30.00	\$900.00
15	8'x4' Raised Wooden Beds	\$80.00	\$1,200.00
1	8'x10' Resin Garden Shed	\$1,300.00	\$1,300.00
2	Rein Catcher Barrel with Hose	\$115.00	\$230.00
2	Dual Chamber Tumbling Composter	\$75.00	\$150.00
4	32 gal. Galvanized Trash Can	\$100.00	\$400.00
4	Potting Garden Table/Water Bench	\$85.00	\$340.00
4	Gardening Tool Set in Storage tote Bag	\$25.00	\$100.00
1	Community Garden Sign	\$700.00	\$700.00
4	45" Garden Hoe	\$25.00	\$100.00
4	Garden Harvest/Storage Basket 4 gal. capacity	\$10.00	\$40.00
4	1 gal. Watering Can with Sprinkler Head	\$20.00	\$80.00
4	Velcro Garden Tie Wraps Plant Supports	\$8.00	\$32.00
1	200 pcs 4" Plastic Plant Name Stakes	\$8.00	\$8.00
20	Topsoil	\$30.00	\$600.00
30	Compost Bags w/ Peat Moss	\$5.00	\$150.00
	Plants, Vegetables, Seeds	\$2,000.00	\$2,000.00
TOTAL			\$23,180.00

Supervisor  
Kevin Tollisen

Town Board  
Paul Hotaling  
John Wasielewski  
Jeremy W. Connors  
Eric Catricala



## TOWN of HALFMOON

2 HALFMOON TOWN PLAZA  
HALFMOON, NY 12065  
COUNTY OF SARATOGA

(518) 371-7410 Ext. 2200 • Fax (518) 371-0936

DATE: May 21, 2025

TO: Town Board  
Town of Halfmoon

FROM: Laurie Sullivan  
Comptroller

SUBJECT: 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:	Revenues	25-980	\$4,860.50
	Subsidiary: Home & Community Services		
		25-4-2189.00	\$4,860.50
CREDIT:	Appropriations	25-960	\$4,860.50
	Subsidiary: Engineering Contractors Inspections		
		25-5-1440.40	\$4,860.50

Information Only: The above was derived from the following breakdown of charges to be paid on May 22, 2025, Abstract for engineering and related fees.

NAME	AMOUNT
Creekview Estates	\$ 1,608.00
Mott Orchard	\$ 3,252.50
Total	\$ 4,860.50

A resolution is necessary to **close** the project budgetary accounts within Capital Projects Fund for the Outdoor Recreation Area. The Town developed an outdoor gathering area and picnic pavilion adjacent to the parking area near the Senior Center on the Town-owned parcel at the corner of Harris Road and Lower Newtown Road.



DEBIT:	Appropriations	35-960	\$1,194,185
	Subsidiary: Special Recreation Facilities-Outdoor Recreation Area		
	35-5-7180.20		\$1,194,185
CREDIT:	Revenues	35-980	\$1,194,185
	Subsidiary: Interfund Transfers		
	35-4-5031.00		\$1,194,185

A resolution is necessary to increase appropriations within the Special Revenue fund in the not to exceed amount of \$20,683.29, \$10,683.29 from Rec Fees held in the fund and \$10,000 from a 2024 Saratoga County trails grant, per resolution dated 05/07/2025. The Town will pave 1,200 Lf. of existing stone dust trail from Whites Lane to the Crescent Boat Club. The Town has been awarded a 2024 Saratoga County Trails Grant in the amount of \$10,000 and it requires a 100% local match.

DEBIT:	Revenues	25-980	\$10,000
	Subsidiary: Other Unclassified Revenues, Saratoga County Grant- Erie Canalway Trail Paving-Crescent Park Project		
	25-4-2770.10		\$10,000
	Unappropriated Fund Balance	25-911	\$10,683.29
CREDIT:	Appropriations	25-960	\$20,683.29
	Subsidiary: Special Recreation Facilities-Crescent Park Trail		
	25-5-7180.21		\$20,683.29

A resolution is necessary to increase appropriations within the Special Revenue fund in the not to exceed amount of \$12,257.84, \$6,393.84 from Rec Fees held in the fund and \$5,864.00 from a NYS Canal System Tourism Infrastructure & Amenities Grant, per resolution dated 05/07/2025. The Town will purchase two ADA rotating pedestal outdoor grills, two 46" round ADA compliant solid top picnic tables, two 46" round solid top tables and three outdoor steel diamond trash cans with dome lid to be placed in Crescent Park. The Town has been awarded a 2025 NYS Canal Corporation and Erie Canalway National Heritage Corridor Tourism Infrastructure & Amenities Grant in the amount of \$5,864.00 and it requires a 100% local match.

DEBIT:	Revenues	25-980	\$5,864.00
	Subsidiary: Culture & Recreation Grant-Crescent Park		
	25-4-3897.00		\$5,864.00
	Unappropriated Fund Balance	25-911	\$6,393.84
CREDIT:	Appropriations	25-960	\$12,257.84
	Subsidiary: Special Recreation Facilities-Crescent Park Trail		
	25-5-7180.21		\$12,257.84

A resolution is needed to create the following budget amendment of appropriations and revenues in the Highway Fund for Consolidated Local Street and Highway Improvement Program (CHIPS), PAVE-NY funding, Extreme Winter Recovery (EWR) funding and for the Pave Our Potholes (POP) Program.

DEBIT:	Estimated Revenues	20-510	\$22,522.36
	Subsidiary: State Aid-CHIPS Program		
	20-4-3501.00		\$22,522.36
CREDIT:	Appropriations	20-960	\$22,522.36
	Subsidiary: Improvements-Capital Outlay CHIPS		
	20-5-5112.22		\$22,522.36

A resolution is necessary to increase appropriations within the Special Revenue fund from Recreation Fees in the not to exceed amount of \$23,180.00, per resolution dated 05/21/2025, for the Halfmoon Community Garden. The Community Garden project includes a 50' X 60' fenced in area with 15 raised beds and amenities.

DEBIT:	Unappropriated Fund Balance	25-911	\$23,180
CREDIT:	Appropriations	25-960	\$23,180
	Subsidiary: Special Recreation Facilities-Community Garden		
	25-5-7180.20		\$23,180