

The June 18, 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 - EXCUSED  
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**

**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 3:00 pm to 6:00 pm outside in Abele Park. 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 invites all to visit and view the current display at the Town Hall, which features the Commemoration of the 200<sup>th</sup> Anniversary of the opening of the Erie Canal.

Join us for a Concert in the Park featuring The Remarkable, Irresistible Erie, Saturday, August 16, 2025 starting at 3 PM at the Halfmoon Town Park, 2 Halfmoon Town Plaza, Halfmoon, NY 12065.

On September 24, 2025, the replica of the Erie Canal Boat the Seneca Chief, will embark on its Bicentennial voyage, commemorating the historic journey from Buffalo to New York Harbor.

On October 15, 2025, the Seneca Chief will be stopping in the Town of Halfmoon at the Crescent Park on the banks of the Mohawk. More information will be coming on this exciting event!

The Historical Building is also open by appointment. Please contact Lynda Bryan, Historian at 518-371-7410 Ext. 2331 or [lbryan@townofhalfmoon.org](mailto:lbryan@townofhalfmoon.org). Volunteers are 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.

**TRAILS AND OPEN SPACE COMMITTEE MEETING:** Monday, July 21, 2025 at 7:00 PM.. The Trails and Open Space Committee is a volunteer working group appointed by the Town Board. Its purpose is to allow for continuing citizen input and advisory commentary for future trail and open space plans or projects for the Town of Halfmoon. Please Visit the Town website at [townofhalfmoon-ny.gov](http://townofhalfmoon-ny.gov) for further 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.

**RED CROSS BLOOD DRIVE:** Tuesday August 5, 2025 1 pm – 6 pm at the Halfmoon Town Hall, 2 Halfmoon Town Plaza, Halfmoon, NY 12065.

**CONCERT IN THE PARK:** Halfmoon Celebrations Association, Inc. presents Concert in the Park, Featuring The British Vinyl Band, Friday, August 8, 2025 6:30 pm to 9:00 pm at the Halfmoon Town Park, 162 Route 236, Halfmoon. Bring your lawn chairs, blankets; dinner; snacks, (Alcohol is Prohibited on Town Property) and your dancing shoes and enjoy songs you love from across the Pond 1963-1973. 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, August 22, 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.

**HARVEST FESTIVAL:** Saturday, September 20, 2025. Presented by Halfmoon Celebrations Association, Inc. and the Town of Halfmoon. More information to come on this fun-filled event.

#### **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:** 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 - EXCUSED

**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.

**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, no one was online.

## **DEPARTMENT REPORTS**

### **1. Town Clerk**

**Total Fees Submitted to the Supervisor - \$12,228.94**

### **2. Senior Express**

**Total # Rides – 557      Total # Meals – 1005**

### **3. Building Permits**

**Total # Permits - 83      Total Fees Submitted to the Supervisor - \$29,488.00**

**Fire Inspections - 30      Total Fees Submitted to the Supervisor - \$ 2,700.00**

### **4. Town Justice Fodera**

**Total # Cases 156 Total Fees Submitted to the Supervisor - \$22,323.00**

### **5. Town Justice Suchocki**

**Total # Cases 167 Total Fees Submitted to the Supervisor - \$24,673.00**

**DEPARTMENT MANAGER MONTHLY REPORTS (Can be viewed at the Town Clerk's Office)** Animal Control, Receiver of Taxes, Recreation

## **CORRESPONDENCE**

**1. Received** from New York State Department of State, their confirmation of filing Town of Halfmoon Local Law #1-2025 on May 28, 2025.

**Received & Filed**

**2. Received** from New York State Department of Taxation and Finance, the Certificate of Final Special Franchise Full Values for the 2025 assessment roll.

**Received & Filed**

3. **Received** from New York State Department of Transportation their Notice of Order regarding Werner Road, which amends the 40-mph speed limit on Werner Road to be 35 mph.

**Received & Filed**

4. **Received** from New York State Department of Transportation their Notice of Order Re: Halve Maen Manor North and South, and Dater Woods area, amending the previous 30 mph area speed limit to be 25 mph.

**Received & Filed**

5. **Received** from New York State Department of Environmental Conservation, their Notice of Complete Application from NYS Canal Corporation, who proposes to conduct routine navigational dredging of the Oswego, and Cayuga Seneca Canals. The proposed work serves to maintain the navigational channel of these canals over a 10-year period and will occur within several counties statewide. Filed application documents and Department draft permits where applicable, are available for inspection during normal business hours at the address of the contact person, *Thomas A. Rascona, NYSDEC, 625 Broadway, Albany, NY 12233. 518-402-5107.*

**Received & Filed**

## **OLD BUSINESS**

## **NEW BUSINESS**

### **RESOLUTION NO.181-2025**

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

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

**RESOLVED**, that the Town Board approves the Minutes of the Town Board Meeting of June 04, 2025.

### **RESOLUTION NO.182-2025**

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

**Resolution Introduced by Comptroller Sullivan**

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

### **RESOLUTION NO.183-2025**

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

**Resolution Introduced by Resolution Introduced by Superintendent of Highways Bryans**

**RESOLVED**, that the Town Board authorizes the Supervisor to enter into an agreement with Town & Country Bridge and Rail to provide material, delivery, labor, equipment and traffic control for the Ushers Road Rail update consistent with the proposal dated 6/11/25 utilizing the Saratoga County Contract 24-PWGR-25R, in the not to exceed amount of \$6,762.80 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. 184-2025**

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

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

**RESOLVED**, that the Town Board authorizes the Supervisor to enter into an Agreement with MJP Design Bld. to provide potable water to the MJ Properties Warehouses  
and to authorize the Supervisor to execute any documents necessary to enter into the Agreement, subject to the review and approval of the Town Attorney.

## **RESOLUTION NO.185-2025**

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

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

**RESOLVED**, that the Town Board hereby appoints Mark Charboneau as permanent Code Enforcement Officer at his current salary.

**Supervisor Tollisen:** Congratulations to Mark on his permanent position, he's worked hard for us and he is a great member of our team, so congratulations to Mark.

## **RESOLUTION NO.186-2025**

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

**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)** No one came forward, no one was online.

## **ADJOURN**

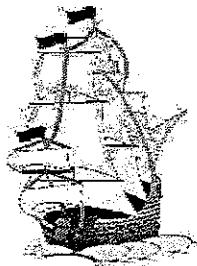
**There being no further business to discuss or resolve on a motion by Councilman Wasielewski and seconded by Councilman Hotaling ,the meeting was adjourned at 7:05 pm.**

**Respectfully Submitted,**

**Kelly L. Catricala Town Clerk**

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: June 18, 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	\$7,131.00
	Subsidiary: Home & Community Services		
		25-4-2189.00	\$7,131.00
CREDIT:	Appropriations	25-960	\$7,131.00
	Subsidiary: Engineering Contractors Inspections		
		25-5-1440.40	\$7,131.00

Information Only: The above was derived from the following breakdown of charges to be paid on July 3, 2025, Abstract for engineering and related fees.

<u>NAME</u>	<u>AMOUNT</u>
Mott Orchard	\$ 5,019.00
Cannabis Central	\$ 159.00
Cheema Petro Gas	\$ 97.00
Farm to Market Storage	\$ 97.00
Goldstein 1542 Mixed	\$ 97.00
Park Place on the Peninsula	\$ 310.00
National Grid 146 Gas	\$ 338.00
329 Rt 146 Office/Retail	\$ 1,014.00
Total	\$ 7,131.00



To:Bill

From:Connor Hart

Date:6/11/25

Re:Ushers Rd. Rail Update

Per your request and after inspecting the above referenced site, specs and plans where and when applicable, we are pleased to submit as follows (prices from current Saratoga Co. Contract 24-PWGR-25R):

Project Scope- mobilize to site, establish WZTC measures as needed and verify UFPO markout; remove/dispose 500' existing w-beam rail/posts; install 500' Town-supplied w-beam rail on TCBR-supplied used 6" I posts and 2 single buffer ends.

Project Cost- 40 ea @ \$18.30/ea Item 11B	\$ 732.00
40 ea @ \$1.57/ea Item 24	\$ 62.80
8 hrs @ \$373.00/hr rental post pounder w/oper.	\$2984.00
8 hrs @ \$373.00/hr service truck w/laborers	\$2984.00
Total Project Cost	\$6762.80

Price includes material, delivery, labor, equipment and traffic control. Work can commence 7-10 days after NTP. Please call 269-9497 with questions and or concerns.