

The February 21, 2024, 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  
Lyn A. Murphy, Town Attorney

Cathy L. Drobny, Deputy Town Attorney  
Lynda A. Bryan, Town Clerk

**PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE**

**PUBLIC HEARING: AMENDING TOWN CODE AS IT RELATES TO SOIL DISTURBANCE PERMITS**

Supervisor Tollisen stated that our first item on the agenda is a public hearing to amend the Town Code as it relates to soil disturbance permits. He asked if anyone wanted the Public Hearing read. Hearing from no one he asked Paul Marlow to present and opened the Public Hearing

**OPEN: 7:02 PM**

**Paul Marlow:** Late December of 2023, the Department of Environmental Conservation gave us notice that a new permit will be issued for January 3, 2024. Part of that permit requires that a pre-construction meeting for all projects that require SPDES permits. Our current code logistically contradicts the way that they want this handled. We allow it to happen at preliminary approval, but our current code says that you can't have a pre-construction meeting until you have final subdivision approval and its filed. So, we have to amend our code in order to meet the current New York State regulations.

Supervisor Tollisen asked if there were any questions or comments from the Board.

**Councilman Wasielewski:** This is applicable to all municipalities throughout the state?

**Paul Marlow:** Yes. This is part of the New York State DEC's new permit. Every town will have to have a documented pre-construction meeting.

Supervisor Tollisen asked if there were any questions or comments from the audience or on video. Hearing from no one, he closed the Public Hearing thanking Mr. Marlow.

**CLOSED: 7:04**

**RESOLUTION NO. 90-2024**

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

**RESOLVED**, that the Town Board adopt the amendments to the Town Code as it relates to soil disturbance permits as presented.

**POLL OF THE BOARD**

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

Supervisor Tollisen: motion passes 4-0

#### 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).

Halfmoon Comprehensive Plan Update page is now live at <https://www.planhalfmoon.com/> . Meetings at the Halfmoon Town Hall.  
Comprehensive Plan Update Public VIRTUAL Workshop, Monday, March 18 at 6:00 p.m.  
Comprehensive Plan Update Public IN PERSON Workshop, Tuesday, March 19 at 6:00

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

**BLOOD DRIVE:** February 22<sup>nd</sup> from 1-6:00 pm at Halfmoon Town Hall. To schedule an appointment, please call 1-800-Redcross or visit [redcrossblood.org](http://redcrossblood.org) and use the Sponsor Code HALFMOONTOWNHALL.

**TWO TOWNS – ONE BOOK BROWNIE BAKEOFF** at the Clifton Park-Halfmoon Library, Sunday, February 25<sup>th</sup> at 2:00 pm. This year’s Community Read is **LESSONS IN CHEMISTRY** and the competition will be against her brownie recipe in the book! Come and taste some fabulous brownies and you be the judge!

**ON THE ROAD AGAIN: PATSY CLINE & WILLIE NELSON TRIBUTE:** March 15<sup>th</sup> at the Senior Center at 6:30 – 8:30. Come & enjoy our 1<sup>st</sup> concert of the year!

**EASTER “EGG”STRAVAGANZA:** Saturday, March 23<sup>rd</sup> from 12-4:00 pm at the Town Hall Complex. Loads of FREE Activities and fun for the Kids! Pictures with the Easter Bunny, Pony Rides, Balloon Art, Face Painting with all of our Easter Friends!

**PAPER SHREDDING DAY -** Saturday, March 30<sup>th</sup> from 9:30 – 11:30 am at the Highway Department located at 322 Route 146. This is a FREE service to Halfmoon residents, but you are asked to bring at least one canned good for the Food Pantry for each box of shredding with a 3-box maximum. Please get your 2024 Permit Sticker at the Town Clerk’s Office.

**SPRING CLEANUP DATES –** at the Halfmoon Transfer Station  
Residents Only, No Contractors or Businesses. 2024 Permit Sticker Required  
Dates: April 9, 12, 13, 16, 19 and 20.  
Hours of operation: Tues. 8-12   Friday 12-5   Sat. 8-3  
Fees: \$5 per Carload       \$10 per Truck/Van       \$10 per Trailer/U-Haul

**CANAL CLEAN SWEEP –** Saturday, April 20<sup>th</sup> from 10am – 1pm. Meet at the bottom of Terminal Road. Help keep the Erie Canal area clean & beautiful!

#### TOWN MEETINGS:

Town Board Meetings: 1<sup>st</sup> & 3<sup>rd</sup> Wednesday of the month at 7:00pm. Pre-meeting at 6:15 pm

**Zoning Board of Appeals:** 1<sup>st</sup> Monday of month at 7:00 pm. Pre-meeting at 6:45pm  
**Planning Board Meeting:** 2<sup>nd</sup> & 4<sup>th</sup> Monday of the month at 7:00 pm. Pre-meeting at 6:15 pm (If the Holiday falls on a Monday, the meeting will be held on the next day, Tuesday).

**Trails & Open Space Committee:** 3<sup>rd</sup> Monday of the 3<sup>rd</sup> month at 7:00 pm unless otherwise announced. The 2024 dates are 1/16, 4/15, 7/15, and 10/21.

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

I was able to attend the Hillcrest Fire Company's Installation of Officers Banquet Saturday night, I have to say that the fire fighters in the Town of Halfmoon go above and beyond just to be trained. We had a young teacher there with successful fire fighter and also did the EMS back-to-back. We had a couple of 60-year members and a 50-year member as well as many new members. Hat's off to our Emergency Services! It as a great night.

**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.

Thank you, Mr. Supervisor. As Deputy Supervisor Hotaling mentioned, I also had the opportunity to attend some local fire company's banquets during recent weeks. It really is amazing that in 2024 we still have people who totally volunteer their time to help others 24 hours a day, especially when you are talking about people who have given 50 & 60 years of their lives to serve the community. Very outstanding group of people here in town.

I would also like to mention that recently we met to go over the town's Emergency Management Plan. Some modifications will be made with the local emergency responders in the next few weeks to update the plan and talk about possible drills for the upcoming year. That is all that I have for right now, thank you.

**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  
Thank you. Just a few things this evening, Mr. Supervisor.

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

Yes, thank you. Sunday morning there was a fantastic breakfast at the Senior Center. If you weren't there, you missed out.

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

Thank you. That is what I was going to report! The seniors put on a wonderful pancake breakfast. They had a great turnout so thank you to those who came out to support the seniors and to all the folks who worked hard to make it a success!

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

**Lyn Murphy, Esq., (Town Attorney)** I have nothing, thank you.

**Cathy Drobny, Esq. (Deputy Town Attorney)** I have nothing this evening.

**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 where we all discuss the important things that go on in each of the offices.

#### **DEPARTMENT REPORTS –**

1. **Town Justice Suchocki**  
Total # Cases – 165      Total Fees Submitted to the Supervisor - \$17,057

**DEPARTMENT MANAGER MONTHLY REPORTS – (Can be viewed at the Town Clerk's Office) Buildings & Grounds, Assessor**

#### **CORRESPONDENCE**

1. Received from the Town Planning Board Resolutions approved at the February 12, 2024, meeting.

*Received & Filed*

2. Received from the Halfmoon-Waterford Fire District No. 1 notification of a Public Hearing on February 27<sup>th</sup> at 7:00 PM to consider the proposed exemption of 10% of assessed value of property owned by qualifying volunteer firefighters as per Real Property tax law section 466-A.

*Received & Filed*

3. Received from the Planning Board of the Town of Clifton Park notification of their receipt of an application for Site Plan, Subdivision or SUP on Roberts Lane (Synergy Phase 4) that is within 500' of the Town of Halfmoon boundaries.

*Received & Filed*

4. Received from the NYS DOT, a letter in response to a speed limit reduction study for County Route 109 (Farm to Market Road) that the town requested. They last responded to a previous study on March 22, 2023, and determined that the existing 55 mph was appropriate. There have been no significant changes that warrant another speed study at this time.

*Received & Filed*

#### **NEW BUSINESS**

##### **RESOLUTION NO. 82-2024**

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

**RESOLVED**, that the Town Board approves the minutes of Town Board Meeting of February 7, 2024, as presented.

**RESOLUTION NO. 83-2024**

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

**RESOLVED**, that the Superintendent of Highways has determined that a 2002 International School Bus VIN# 4DRBBRAAN32A947430 and two 1,000-gallon plastic storage containers to be auctioned separately, owned by the Town of Halfmoon are equipment and a vehicle that should be sold or otherwise disposed of on Auctions International as they are no longer of use to the Town, subject to the review and approval of the Town Attorney.

**RESOLUTION NO. 84-2024**

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

**RESOLVED**, that the Town Board hereby approves the lateral transfer of Kyle Andrus from the Highway Department as an MEO to the Water Department as an MEO with the understanding that he will continue to be responsible to plow when required by the Superintendent of Highways and to maintain his CDL, to remain at his current Grade 5 Step 6 hourly rate, subject to the review and approval of the Town Attorney.

**RESOLUTION NO. 85-2024**

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

**RESOLVED**, that the Town Board strongly supports National Grid's Community Benefits Plan for the Clean Resilience Link grant application, submitted by the New England States and New York to the Department of Energy under GRIP Topic Area 3. National Grid has met with Town Planners and Trail advocates multiple times as part of developing their proposal. As part of the Community Benefits Plan National Grid will work with the Town of Halfmoon to explore construction of an off-road multi-use path and trail head parking areas in the Town of Halfmoon, to connect and extend existing trails, and connect neighborhoods to existing trail systems. If the grant is successful, National Grid and the Town of Halfmoon will continue to work in good faith to find trail opportunities in the transmission right of way of this project.

**RESOLUTION NO. 86-2024**

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

**RESOLVED**, that the Town Board authorizes the Supervisor to enter into an Agreement with BST & Co. CPAs, LLP for an audit for the Justice Department

pursuant to §2019-a of the Uniform Justice Court Act of the State of New York for the year ended December 31, 2023, in the not to exceed amount of \$4,500.00, and to authorize the Supervisor to execute any documentation necessary to effectuate the Agreement, subject to the review and approval of the Town Attorney.

**RESOLUTION NO. 87-2024**

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

**RESOLVED**, that the Town Board hereby hires Travis Weaver as a full-time Parks Laborer at Grade 1, Base Pay \$21.91/hr., subject to successful completion of all pre-employment testing.

Supervisor Tollisen: Travis, welcome aboard. Glad you're working with us! Congratulations!

**RESOLUTION NO. 88-2024**

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

**RESOLVED**, that the Town Board authorizes the Supervisor to enter into an agreement with Civic Plus for the Municode Meeting annual fee in the not to exceed amount of \$4,914.00, and to authorize the Supervisor to execute and documentation necessary to effectuate the agreement, subject to review and approval of the Town Attorney.

**RESOLUTION NO. 89-2024**

Offered by Councilman Wasielewski, seconded by Councilman Catricala: Approved by the vote of the Board: Ayes: Tollisen, Hotaling, Wasielewski, & 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:	Revenues	25-980	\$660.00
	Subsidiary: Home & Community Services		
		25-4-2189.00	\$660.00
CREDIT:	Appropriations	25-960	\$660.00
	Subsidiary: Engineering Contractors Inspections		
		25-5-1440.40	\$660.00

Information Only: The above was derived from the following breakdown of charges to be paid on February 29, 2024, Abstract for engineering and related fees.

NAME	AMOUNT
Shea Point Traffic Evaluation	\$660.00

<b>Total</b>	<b>\$660.00</b>

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

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

**Supervisor Tollisen:** I will note that Miss McGraw dropped off an orange poster about Cemetery Road that says: The Highway Department doesn't have any intention of fixing Cemetery Road despite the dangers. I will take a different opinion on this. First of all, there have been zero residents that have made any complaints on that road. Secondly, the Town Highway Department has been actively making upgrades and improvements on that road and that road is actually being scheduled to be paved this year. So, I'm not sure where this is coming from, but I will take exception to it. It will be part of the public record but note that it does not appear to have all of the information. If anybody has any questions regarding Cemetery Road certainly reach out to the Highway Department or my office and we will be happy to address any concerns at any time as we always do each and every day of the year. I appreciate Mr. Bryans and his team as they have always been responsive and to say that this is happening is completely false and not true and I take major exception to that.

Anyone else care to speak?

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 7:13 pm.

Respectfully Submitted,

Lynda A. Bryan, Town Clerk