



TOWN BOARD MEETING-DRAFT

October 01, 2026

6:15 PM

A. James Bold Meeting Room

AGENDA

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 518-371-7410 ext. 2200 or visit our website www.townofhalfmoon-ny.gov.

FARMER'S MARKET: Every Wednesday from 3:00 pm to 6:00 pm outside at the Abele Park across from Town Hall. Come visit our local farms, crafters, and vendors that will be on hand every week.

TOWN OF HALFMOON HISTORICAL BUILDING: The Historical Building is open by appointment. Please contact Lynda Bryan, Historian at 518-371-7410 Ext. 2331 or lbryan@townofhalfmoon.org. Volunteers are needed and welcomed!

POLKA FEST: Thursday, October 15th from 4 pm to 7 pm at the Halfmoon Senior Pavilion on 287 Lower Newtown Road, Waterford. Special appearance from Tony's Polka Band. Menu- Golumpkis, Kielbasa, Sauerkraut, Pierogis & Rye Bread. Presale only \$20.00 Proceeds to benefit Character Counts. Questions please call 518-371-7410 extension 2272, Recreation Office.

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)

Eric Catricala (Deputy Town Supervisor)

- a. Chair of Personnel Committee
- b. Co-Liaison to Planning Board
- c. Co-Chair of Business and Economic Development Committee
- d. Chair for Parks and Athletics Organizations
- e. Liaison to Trails & Open Space Committee

Paul Hotaling (Town Board Member)

- a. Chair for Recreation & Character Counts
- b. Ethics Committee
- c. Co-Liaison to Comprehensive Plan Update Committee
- d. Chair of Infrastructure & Safety (Water, Highway, Building & Maintenance)
- e. Liaison to the Information Technology Department

John Wasielewski (Town Board Member)

- a. Co-Liaison to Planning Board
- b. Chair of Committee of Emergency Services & Public Safety
- c. Liaison to Animal Control and related services

Jeremy Connors (Town Board Member)

- a. Liaison to Zoning Board
- b. Chair of Business and Economic Development Committee
- c. Chair for Not-for-Profit Organizations
- d. Liaison to Comprehensive Plan Update Committee

Kelly L. Catricala (Town Clerk)

Dana Cunniff (Receiver of Taxes)

- a. Chair of Committee on Resident Relations

Lyn Murphy, Esq. (Town Attorney)

Cathy Drobny, Esq. (Deputy Town Attorney)

PUBLIC COMMENT (For discussion of agenda items)

DEPARTMENT REPORTS

DEPARTMENT MANAGER MONTHLY REPORTS

CORRESPONDENCE

1. **Received** from the Town of Halfmoon Comptroller, Laurie Sullivan, the filing of the 2027 Tentative Town of Halfmoon Budget documentation and transmitted to the Town Board.
2. **Received** from the Clifton Park Halfmoon Fire District #1 their Public Hearing on 10/22/2026 at 7:00 pm on the proposed 2027 Fire District Budget with their 2027 Proposed Budget.

3. **Received** from the Town of Halfmoon Planning Board, Resolutions passed at the September 14, 2026 meeting.
4. **Received** from Town Board of the Town of Malta a Public Notice regarding an application from Cellco Partnership d/b/a Verizon Wireless.

OLD BUSINESS

DISCUSS ADOPTION OF PROPOSED SWEENEY PDD - TABLED FROM TB MEETING 9-02-2026 PENDING COUNTY REFERRAL

NEW BUSINESS

295. Resolution that the Town Board approves the Town Board Meeting Minutes of September 16, 2026 as presented.

Resolution Introduced by Town Clerk Catricala

296. Resolution that the Town Board approves the September 2026 Bi-annual Water Report for usage as submitted.

Resolution Introduced by Superintendent of Water & Building Maintenance Supervisor Tironi

297. Resolution that the Town Board authorizes the Comptroller to make the attached Creation of Appropriations.

Resolution Introduced by Comptroller Sullivan

298. Resolution to hire MJ Engineering, Architecture, Landscape Architecture, and Land Surveying, P.C.

Resolution authorizing the Supervisor to enter into a supplemental agreement with MJ Engineering, Architecture, Landscape Architecture, and Land Surveying, P.C. to add 280 hours of full-time Construction Inspection services in the not to exceed amount of \$37,8000, based upon the extended construction duration of the Brookwood Road water main replacement project, and to authorize the Supervisor to sign the supplemental agreement and any documentation necessary to complete the work, subject to the review and approval of the Town Attorney.

Resolution Introduced by Superintendent of Water & Building Maintenance Supervisor Tironi

299. Resolution to hire MJ Engineering, Architecture, Landscape Architecture, and Land Surveying, P.C.

Resolution authorizing the Supervisor to enter into a supplemental agreement with MJ Engineering, Architecture, Landscape Architecture, and Land Surveying, P.C. to add 280 hours of full-time Construction Inspection services in the not to exceed amount of \$37,8000, based upon the extended construction duration of the Devitt Road/Sunset Boulevard water main replacement project, and to authorize the Supervisor to sign the supplemental agreement and any documentation necessary to complete the work, subject to the review and approval of the Town Attorney.

Resolution Introduced by Superintendent of Water & Building Maintenance Supervisor Tironi

300. Resolution that the Town Board authorizes hiring Cyncon Equipment, LLC.

Resolution that the Town Board authorizes the Superintendent of Highways to hire Cyncon Equipment, LLC. to repair the EnviroSight RCX90 Camera head in the not to exceed amount of \$5482.72 consistent with estimate #10656 dated 9/4/2026, acknowledging that EnviroSight is the sole source provider of this service and to authorize the Town Supervisor to execute any documentation necessary to effectuate the purchase, subject to the review and approval of the Town Attorney.

Resolution Introduced by Superintendent of Highways Bryans

301. Resolution that the Town Board authorizes the Supervisor to enter into an Agreement with New Country Toyota.

Resolution that the Town Board authorizes the Supervisor to enter into an Agreement with New Country Toyota to facilitate traffic improvements in the area of New Country Toyota of Clifton Park, subject to the review and approval of the Town Attorney.

Resolution Introduced by Superintendent of Highways Bryans

302. Resolution to hire Jacob Thomas as a Parks Laborer.

Resolution that the Town Board hereby hires Jacob Thomas as a full time Parks Laborer at Grade 1, Base Pay \$24.33/hr, subject to successful completion of all pre-employment testing.

Resolution Introduced by Supervisor of Buildings & Grounds Maiello

PUBLIC COMMENT (For discussion of non-agenda items)

ADJOURN

VIA EMAIL ONLY



September 23, 2026

Kevin Tollisen, Town Supervisor
Town of Halfmoon
2 Halfmoon Town Hall Plaza
Halfmoon, NY 12065

Re: Brookwood Road Water Main Replacement
MJ Project No. 964.139
Supplemental Proposal No. 2 for Engineering Services

Dear Supervisor Tollisen:

Based on previous conversations with the Town of Halfmoon (Town) and Bellamy Construction (Bellamy), construction work for the Brookwood Road Water Main Replacement Project experienced delays thereby resulting in an extended construction duration and need for supplemental full-time construction inspection (CI) services. A summary of the project progress and delays follows:

- Bellamy mobilized the week of 06/08/2026 and construction activities were projected to take approximately 12 weeks.
- Construction activities exceeded the 12-week projection due to slowdowns related to thirty (30) additional utility locates for undocumented storm sewer infrastructure, two (2) utility repairs for undocumented utilities that were damaged, and modifications to the Middletown Road intersection with an additional crossing, valves, and connection.
- Bellamy is projected to achieve final completion by 10/31/2026.

MJ is currently providing full-time CI based on the original contract executed with the Town on 07/07/2025. The original contract included 480 hours of full-time CI, which was an estimate based on an assumed 12-week construction duration. Supplemental No. 1 was also executed on 09/02/2026, for the addition of the Grange Road water main replacement. This supplemental increased the total number of hours for full-time CI for the original project area and Grange Road to 640 hours. As of 09/11/2026, the budgeted number of CI hours was expended.

Based on the extended construction duration and projected completion date, an additional 280 hours of full-time CI services is projected. At the current CI rate of \$135/hr, the supplemental CI services equate to \$37,800. CI is only provided when Bellamy is actively working onsite, and the additional CI work continues to be billed on an hourly not-to-exceed basis, consistent with the contract. Should the construction duration vary (shorter/longer) from that estimated, only the hours actually spent will be billed. It should be noted that the contract administration services budget included in the original proposal and Supplemental No. 1, appears sufficient to carry the project through completion.

Following your approval and signature below, we will consider the contract formally modified for the additional construction phase support services. If you have any questions or need additional information, please feel free to contact me at 518-371-0799.

Sincerely,

Michael D. Panichelli, P.E.
President

/cld



AUTHORIZATION TO PROCEED

In accordance with the Agreement dated July 7, 2025, between MJ and the Town, I hereby authorize MJ Engineering, Architecture, Landscape Architecture, and Land Surveying, P.C. to proceed with the scope of services as described above.

Kevin Tollisen, Town Supervisor

Date

VIA EMAIL ONLY



September 23, 2026

Kevin Tollisen, Town Supervisor
Town of Halfmoon
2 Halfmoon Town Hall Plaza
Halfmoon, NY 12065

Re: Devitt Road / Sunset Drive Water Main Replacement
MJ Project No. 964.141
Supplemental Proposal No. 1 for Engineering Services

Dear Supervisor Tollisen:

Based on previous conversations with the Town of Halfmoon (Town) and Bellamy Construction (Bellamy), construction work for the Devitt Road – Sunset Boulevard Water Main Replacement Project experienced delays, thereby resulting in an extended construction duration and need for supplemental construction inspection (CI) services. A summary of the project progress and delays follows:

- Bellamy mobilized the week of 07/06/2026 and construction activities were projected to take approximately 10 weeks.
- Construction activities exceeded the 10-week projection due to slowdowns related to twenty-five (25) additional utility locates for undocumented fiber lines and drilling equipment issues.
- Bellamy is projected to achieve final completion by 10/31/2026.

MJ is currently providing full-time CI based on the original contract executed with the Town on 07/07/2025. The original contract included 400 hours of full-time CI, which was an estimate based on an assumed 10-week construction duration. As of 09/11/2026, the budgeted number of CI hours was expended.

Based on the extended construction duration and projected completion date, an additional 280 hours of full-time CI services is projected. At the current CI rate of \$135/hr, the supplemental CI services equate to \$37,800. CI is only provided when Bellamy is actively working onsite, and the additional CI work continues to be billed on an hourly not-to-exceed basis, consistent with the contract. Should the construction duration vary (shorter/longer) from that estimated, only the hours actually spent will be billed. It should be noted that the contract administration services budget included in the original proposal appears sufficient to carry the project through completion.

Following your approval and signature below, we will consider the contract formally modified for the additional construction phase support services. If you have any questions or need additional information, please feel free to contact me at 518-371-0799.

Sincerely,

Michael D. Panichelli, P.E.
President

/cld



21 Corporate Drive
Clifton Park, NY 12065



518.371.0799
mj@mjteam.com
mjteam.com



Fishkill, NY
Levittown, NY
Picatinny, NJ
Melbourne, FL



AUTHORIZATION TO PROCEED

In accordance with the Agreement dated July 7, 2025, between MJ and the Town, I hereby authorize MJ Engineering, Architecture, Landscape Architecture, and Land Surveying, P.C. to proceed with the scope of services as described above.

Kevin Tollisen, Town Supervisor

Date

Cyncon Equipment, LLC

7494 West Henrietta Road

P.O. BOX 30

Rush, NY 14543

Estimate

10656

Bill To: 3545

Town of Halfmoon

2 Halfmoon Town Plaza

Halfmoon, NY 12065

Ship To: 3545

Town of Halfmoon Highway Dept.

322 Route 46

Halfmoon, NY 12065

Date	Ship Via		F.O.B.	Terms		
09/04/2026	Customer Pick Up			Net 30		
Purchase Order Number		Required Date	Sales Person		Description	
		09/04/2026	Emma Miles		S23038	
Quantity			Item Number	Description	Unit Price	Amount
Required	Shipped	B.O.				

Repairs to Envirosight RCX90 Camera head SN:5613229.

Camera Complaint: Camera head loses air quickly.

Tech Diagnosis: Found air to be leaking from all around the glass and around the edges of the casing. Unfortunately we cant get the lens cover parts for this current round window lens as it has been discontinued, and upgraded to a newer model. The software version of this camera is out of date and will need an update. All other camera components will need to be brought to Cyncon for a software update in order to be compatible with the camera head.

***Estimate includes the cost of the software updates to the following peices, to be brought to Cyncon.

Elevator, Cable Reel, Controller and Crawler

1	E-561-3120-02-AO	FRONT COVER ASSY	3623.03	3623.03
10.000	LABOR - TECH JR	LABOR PER HOUR - TECH JR	170.00	1700.00

Please note that we try to issue an accurate quote based on diagnosis of visible repairs needed and equipment tests. Unfortunately, sometimes upon our final check after performing work quoted, other issues may manifest themselves. In those cases, you may notice a difference in the final invoice if the amount is minimal or we will issue a final quote for larger amounts.

Order Subtotal	5323.03
Misc Hardware/Materials	159.69
Order Total	5482.72

Thank You