



TOWN BOARD MEETING
February 05, 2025
7:00 PM
A. James Bold Meeting Room

AGENDA

WORKSHOP - Board Room - 6:15 PM

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.

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. Visit the website to find out more about the Halfmoon Comprehensive Plan Update, learn about upcoming meetings, review draft documents, get added to email announcements and to share your own comments about the future of Halfmoon.

HALFMOON SENIOR CENTER FUNDRAISER: Ham Dinner Fundraiser Thursday, February 6, 2025 4 pm to 6 pm at the Halfmoon Senior Center to benefit the Kowsky family, residents of the Town of Halfmoon, who suffered a great loss due to a house fire. Ham Dinner \$15.00, includes: Ham, Scalloped Potatoes; Veggie; Roll; Dessert, and Drink. Eat-in or Take-out. Tickets available for purchase at the Halfmoon Senior Center, and the Halfmoon Town Clerk's Office. For more information, please contact the Halfmoon Senior Center at 518-371-7410 Ext. 2300.

HALFMOON HISTORICAL SOCIETY: Open House, Saturday February 15, 2025 from 10 am to 1 pm. Display featuring the building of the 1950's Route 9 Bridge over the Mohawk River as told by 1955-1959 newspaper articles and pictures.

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)

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

John Wasielewski (Town Board Member)

- a. 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

Eric Catricala (Town Board Member)

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

1. Town Clerk

Total Fees Submitted to the Supervisor - \$6,548.63

2. Senior Express

Total # Rides - 539 Total # Meals - 1,119

3. Building Permits

Total # Permits - 27 Total Fees Submitted to the Supervisor - \$8,560.00

Fire Inspections - 29 Total Fees Submitted to the Supervisor - \$3,000.00

DEPARTMENT MANAGER MONTHLY REPORTS

Animal Control, Assessor's Office; Buildings and Grounds; Town Clerk's Office; Water Department

CORRESPONDENCE

1. **Received** from the Halfmoon Planning Board, Resolutions passed at the January 13, 2025 meeting.
2. **Received** from the Halfmoon Planning Board, Resolutions passed at the January 27, 2025 meeting.
3. **Received** from NYS Division of Building Standards and Codes, their confirmation of electronic submission of the Uniform Code and Energy Code Administration and Enforcement Report by Glenn Hebert, Sr. Code Enforcement Officer for the Town of Halfmoon.
4. **Received** from Scott Houle, his Letter of Resignation as Water Maintenance Worker, effective February 5, 2025.
5. **Received** from the Halfmoon Zoning Board of Appeals, Resolution passed at the February 3, 2025 meeting regarding Area Variance Application for the DeCicco Subdivision, 99 Button Road, Halfmoon , New York.
6. **Received** from the New York State Department of Taxation and Finance, Office of Real Property Tax Services notice of 2025 Tentative Telecommunications Ceilings for the Town of Halfmoon.

OLD BUSINESS

NEW BUSINESS

73. **Resolution** to approve Town Board Meeting Minutes of January 15, 2025.

Resolution that the Town Board approves the Town Board Meeting Minutes of January 15, 2025.

Resolution Introduced by Town Clerk Catricala

74. **Resolution** authorizing the Supervisor to enter into an Agreement with SHI.

Resolution that the Town Board authorizes the Supervisor to enter into an Agreement with SHI to provide Citrix Universal Hybrid Multi-Cloud services in accordance with the proposal dated 1/9/2025 in the not to exceed amount of \$5,257.00 and to authorize the Supervisor to execute any documents necessary to effectuate the Agreement, subject to the review and approval of the Town Attorney.

Resolution Introduced by Personal Computer Tech Mikol

75. Resolution to enter into an Agreement with CivicPlus.

Resolution that the Town Board hereby authorizes the Supervisor to continue the agreement with CivicPlus to provide Municode Meetings Ultimate at a cost not to exceed \$5,159.70 pursuant to invoice #322780 and hereby authorizes the Supervisor to execute any documents necessary to pay the invoice, subject to the review and approval of the Town Attorney.

Resolution Introduced by Personal Computer Tech Mikol

76. Resolution to authorize Lyn Murphy to attend the annual Association of Towns meeting.

Resolution that the Town Board hereby authorizes Lyn Murphy to attend the annual Association of Towns meeting in NYC and to pay the necessary fees for attendance and hereby authorizes the Supervisor to execute any documents necessary to effectuate attendance, subject to the review and approval of the Town Attorney.

Resolution Introduced by Town Supervisor Tollisen

77. Resolution that the Town Board hereby authorizes the purchase of a 2025 scissor lift.

Resolution that the Town Board authorizes the Water Department to purchase from Admar Construction Equipment & Supplies a 2025 Scissor Lift in the not to exceed amount of \$18,922.50 utilizing a bid from Sourcewell #020923 and to authorize the Town Supervisor to execute any documentation necessary to effectuate the purchases, subject to the review and approval of the Town Attorney.

Resolution Introduced by Superintendent of Water & Building Maintenance Supervisor Tironi

78. Resolution that the Town Board hereby appoints Michael Morand as an alternate member of the Zoning Board.

Resolution Introduced by Building, Planning Development Coordinator Harris

79. Resolution that the Town Board hereby authorizes the Town Clerk's Office to utilize a signature stamp.

Resolution that the Town Board authorizes the Town Clerk's Office to utilize a signature stamp in conformance with the policy as set forth in the Town of Halfmoon Employee manual §VII(N), subject to the review and approval of the Town Attorney.

Resolution Introduced by Town Clerk Catricala

80. Resolution to place equipment on Auctions International.

Resolution that the Superintendent of Highways has determined that a 2000 Freightliner FL80 Cab and chassis Vin #1FV6JJBB2YHG58595, owned by the Town of Halfmoon, is equipment 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 Introduced by Superintendent of Highways Bryans

81. Resolution to amend the minutes approved by Resolution No. 59 – 2025 to reflect the agenda and meeting content.

Resolution Introduced by Town Clerk Catricala

82. Resolution to hire Louis Bellavia.

Resolution that the Town Board appoints Louis Bellavia as a Laborer for the Water Department at Grade 2 Base Pay \$23.38/hr effective February 24, 2025, subject to successful pre-employment testing.

Resolution Introduced by Superintendent of Water & Building Maintenance Supervisor Tironi

83. Resolution that the Town Board hereby appoints Scott Houle as Water Maintenance Supervisor.

Resolution that the Town Board hereby appoints Scott Houle as Water Maintenance Supervisor immediately at Grade 8, Step 9 \$42.82/hr.

Resolution Introduced by Superintendent of Water & Building Maintenance Supervisor Tironi

84. Resolution that the Town Board authorizes the purchase of salt for the maintenance and clearing as determined by the Superintendent of Highways.

Resolution that the Town Board authorizes the Superintendent of Highways to purchase a salt and salt product on an as needed basis pursuant to the Saratoga County Rock Salt Bid Award #20-PWS-10r and to authorize the Superintendent of Highways 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

PUBLIC COMMENT (For discussion of non-agenda items)

ADJOURN



Pricing Proposal
 Quotation #: 25704967
 Created On: 1/9/2025
 Valid Until: 1/31/2025

Town of Halfmoon

Inside Account Executive

Douglas Mikol

2 Halfmoon Town Plaza
 Halfmoon, NY 12065
 United States
 Phone: (518) 371-7410
 Fax:
 Email: admin@townofhalfmoon.org

Patrick Burdziak

Phone: 732-868-5841
 Fax:
 Email: patrick_burdziak@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 CITRIX UNIVERSAL HYBRID MULTI-CLOUD Citrix Systems - Part#: 6002995 Contract Name: OMNIA Partners - IT Solutions Contract #: 2018011-02 Coverage Term: 12/31/2024 – 12/30/2025	1	\$5,257.00	\$5,257.00
Total			\$5,257.00

Additional Comments

Please Note: Citrix has a zero returns policy

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item.

10-5-1680.40



Invoice

Updated Remittance Address:
(FOR PAYMENTS ONLY)
CivicPlus LLC
PO Box 737311
Dallas TX 75373-7311

#322780

1/20/2025

PO #

Bill To
Laurie Sullivan
Town of Halfmoon
2 Halfmoon Town Plaza
Halfmoon New York 12065

TOTAL DUE
\$5,159.70
Due Date: 2/19/2025

Terms	Due Date	PO #	Approving Authority
Net 30	2/19/2025		

Qty	Item	Start Date	End Date
1	Municode Meetings Ultimate Annual	1/20/2025	1/19/2026

Total	\$5,159.70
Due	\$5,159.70

To pay your invoice with a credit card [Click Here](#).

DRAFT

Please submit payment via ACH using the details below. Please send notification of ACH transmission via email to remittance@civicplus.com. That address is not monitored for other inquiries or notifications. For any other invoice questions or information, please contact us at accounting@civicplus.com.

Bank Name	Account Name	Account Number	Routing Number
JPMorgan Chase	CivicPlus LLC	910320636	021000021



**RENTAL
SALES
SERVICE
PARTS**

SALES QUOTE

Albany Branch
878 Old Albany Shaker Rd
Latham, NY, 12110
Phone: (518) 690-0750

Quote Nbr.: Q014337
Quote Date: 1/13/2025

Sales Person: Rich Ewing
Customer ID: 202577
Payment Terms:
Created By: Tonia Iveson
Requested By: TIM MURPHY/LAURIE(X2222)

ISSUED TO:
TOWN OF HALFMOON
111 ROURE 236
HALFMOON NY 12065

ITEM	QTY	PRICE	AMOUNT
550-2632: Skyjack SJ3226 E SCISSOR LIFT 26' 32" WIDE Power to Platform Wind rating kit, entrance half height gate, extn deck 3' rails hinged tires non marking lead time 3-4 weeks from MFGSourcewell # 020923	1.00	17,887.50	17,887.50
FRT-E: FREIGHT - EQUIPMENT	1.00	560.00	560.00
FRT-E: Delivery	1.00	175.00	175.00
SHOPMECHANIC: SHOP PDI	1.00	300.00	300.00

DRAFT

NOTE:

Quote Total: 18,922.50
Less Discount: 0.00
Tax Total: 0.00
Total (USD): 18,922.50

Name Printed _____ Date _____
Signature _____

This new equipment quote should be considered an estimate and may be subject to price or rate change prior to final delivery. Pricing and applicable programs will be finalized at the time of delivery. In the event of a price or program change between the quote date and delivery date, ADMAR will accept cancellation requests and will refund deposits. Pricing is for equipment purchase only and does not include applicable taxes, delivery, pickup, fuel, environmental fees, waivers or other charges unless otherwise indicated. Customer shall pay all amounts due before delivery unless otherwise stated and agreed upon in writing.

***PRICING IS SUBJECT TO CHANGE WITHOUT NOTICE DUE TO RAW MATERIAL SURCHARGES AND IMPORT FEES.**