



TOWN BOARD MEETING

March 05, 2025

7:00 PM

A. James Bold Meeting Room

AGENDA

WORKSHOP - Board Room - 6:15 PM

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

**PUBLIC HEARING: CONTINUATION FROM TOWN BOARD MEETING FEBRUARY 19th, 2025 -
TOWN OF HALFMOON COMPREHENSIVE PLAN UPDATE**

**PRESENTATION: PROCLAMATION TO JESSICA ROGERS, RECIPIENT OF THE 2024 DONOVAN
AYOTTE AWARD.**

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.

TOWN OF HALFMOON HISTORY BUILDING: Historian Lynda Bryan, has announced that the Halfmoon Historical Building will be open Wednesday, April 9 & Saturday, April 26th; 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.gov Volunteers Needed for upcoming events: *200th Anniversary of the Erie Canal and 250th Anniversary of the Revolutionary War.*

YELLOW RIBBON DAY: Wednesday, April 9th, 2025 at 11:00 am at the Halfmoon Veteran's Memorial at the Halfmoon Town Park, 162, Route 236, Halfmoon, NY 12065. Dan M. Nolin, Senior Rider, Captain of the New York Patriot Guard Riders, will be our guest speaker and deliver the keynote address. This special event is proudly hosted by the Town of Halfmoon and Carol Pingelski Hotaling, affectionately known as the "Yellow Ribbon Lady", and promises to be a meaningful, and patriotic tribute to our troops. Donations for NY 2 Blue Star Mothers of America, will be accepted and used to send Freedom Boxes to our deployed

Troops. Needed items include microwave macaroni and cheese cups, snack packs of cookies, crackers, beef jerky, granola bars, Rice Krispie treats, trail mix and hygiene products.

HALFMOON CELEBRATIONS ASSOCIATION, INC.: Easter "Egg"stravaganza, Saturday April 12, 2025 12:00 pm to 4:00 pm at the Halfmoon Town Complex, 2 Halfmoon Town Plaza, Halfmoon, NY 12065. Free family fun activities: Pictures with the Easter Bunny, Crafts, Face Painting, and so much more! Refreshments will be available for purchase to benefit Halfmoon Celebrations and Character Counts.

HALFMOON CELEBRATIONS ASSOCIATION, INC.:Spring Fling Shopping Bazaar to be held Saturday, April 26, 2025 10:00 am to 3:00 pm at the Halfmoon Town Hall, 2 Halfmoon Town Plaza, Halfmoon, NY 12065. Local Vendors and Crafters featuring jewelry, Skin Care, Candy, Homemade Products, and so much more! This is a free event and light refreshments will be available for purchase to benefit Halfmoon Celebrations Association.

TOWN OF HALFMOON RECREATION DEPARTMENT: Hiring Camp Counselors for the Summer Camp Program running Monday through Friday June 30th through August 8th 2025. Applications accepted beginning February 3, 2025. Applications are available at the Town Hall or on our website at www.townofhalfmoon-ny.gov For more information, please contact Jim Hayes, Director at 518-371-7410 Ext. 2272

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 REPORT

1.Town Clerk

Total Fees Submitted to the Supervisor - \$4,358.74

2.Senior Express

Total # Rides – 490 Total # Meals – 948

DEPARTMENT MANAGER MONTHLY REPORTS

Assessor, Highway

CORRESPONDENCE

1. **Received** from the Halfmoon Planning Board, their receipt of a Special Use Permit Application for the following project:
1542 Mixed Use Development, 1542 Rt. 9-Site Plan & Special Use Permit
(24.131/25.031)
2. **Received** From the Town of Halfmoon Assessor's Office, their notification from State of New York, Department of Taxation and Finance, Office of Real Property Tax Services, Notice of Tentative Railroad Ceiling for Town Assessment Roll to be filed in 2025.

3. **Received** from the Town of Halfmoon Planning Board, their resolutions passed at the Planning Board Meeting of February 24, 2025.
4. **Received** from the Town of Halfmoon Planning Board, their resolutions passed at the March 3, 2025 Planning Board Meeting.

OLD BUSINESS

NEW BUSINESS

94. **Resolution** to approve Town Board Meeting Minutes of February 19, 2025.

Resolution that the Town Board approves the Town Board Meeting Minutes of February 19, 2025.

Resolution Introduced by Town Clerk Catricala

95. **Resolution** that the Town Board acknowledges that the required audit was conducted for the Justice Court records.

Resolution that the Town Board acknowledges that the required audit was conducted by the Comptroller's Office in compliance with Section 2019-a of the Uniform Justice Court Act for the Justice Court records for the fiscal year ending December 31, 2024.

Resolution Introduced by Comptroller Sullivan

96. **Resolution** authorizing an increase in the allocation for full time Highway and Transfer Station employees for safety footwear.

Resolution that the Town Board hereby authorizes an increase in the annual allocation for safety footwear for full time Highway Department and Transfer Station employees from \$150.00 to \$200.00, with part time employees entitled to the allocation every two years, if necessary, subject to the review and approval of the Town Attorney.

Resolution Introduced by Superintendent of Highways Bryans

97. [**Resolution** authorizing the Supervisor to enter into an Agreement with the Saratoga County Water Authority.](#)

[**Resolution** that the Town Board hereby authorizes the Supervisor to enter into an agreement with the Saratoga County Water Authority to amend the current Agreement to permit staggered payments and hereby authorizes the Supervisor to execute said agreement, subject to the review and approval of the Town Attorney.](#)

[**Resolution Introduced by Superintendent of Water & Building Maintenance Supervisor Tironi**](#)

98. **Resolution** to pay Snyder Printer for the Spring edition of the 2025 Navigator.

Resolution authorizing the Supervisor to enter into an Agreement with Snyder Printer to provide printing services for the 2025 Spring edition of the Halfmoon Navigator in the not to exceed cost of \$7,870.00, subject to the review and approval of the Town Attorney. **Resolution Introduced by Supervisor Tollisen**

99. Resolution that the Town Board authorizes the Supervisor to enter into an Agreement with Amsure.

Resolution that the Town Board approves the proposal from Amsure Insurance for the Town insurance coverage from carrier New York Municipal Insurance Reciprocal, for all coverage (Property, General Liability, Auto, Public Officials, etc.) in the not to exceed amount of \$225,000.00 for the renewal period of March 1, 2025, through March 1, 2026, subject to review and approval of the Town Attorney.

Resolution introduced by Town Clerk Catricala

100. Resolution to place equipment on Auctions International.

Resolution that the Town Clerk has determined that a 2016 Dodge Grand Caravan Vin#2C7WDGBG4GR386605, owned by the Town of Halfmoon, is a vehicle that should be sold or otherwise disposed of on Auctions International as it is no longer of use to the Town, subject to the review and approval of the Town Attorney.

Resolution Introduced by Town Clerk Catricala

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

Resolution Introduced by Comptroller Sullivan

PUBLIC COMMENT (For discussion of non-agenda items)

ADJOURN

**FIRST ADDENDUM
TO THE AGREEMENT BETWEEN
THE SARATOGA COUNTY WATER AUTHORITY
AND
THE TOWN OF HALFMOON**

This Addendum is entered into by the Saratoga County Water Authority, a public benefit corporation having its principal office and place of business at 260 Butler Road Gansevoort, NY 12831 (SCWA), and the Town of Halfmoon, a municipal corporation having its principal office and place of business at 2 Halfmoon Town Plaza, Clifton Park, NY 12065 (Town).

WHEREAS, SCWA and the Town entered into a Water Sale Agreement on or about April 27, 2017; and

WHEREAS, pursuant to that Agreement, the Town has an obligation to purchase 1,000,000 gallons per day (gpd) of water as calculated by measuring the mean average water purchase on a quarterly basis; and

WHEREAS, neither the Town nor SCWA wishes to modify the Town's total yearly purchase obligation (calculated based on 1,000,000 gpd average), however the Town has noted that it requires less water during colder months and more during warmer months and, as such, has requested that its obligations during the first and fourth quarters of each year be reduced; and

WHEREAS, SCWA is in agreement.

NOW, THEREFORE, UPON VALUABLE CONSIDERATION, THE RECEIPT AND SUFFICIENCY OF WHICH IS HEREBY ACKNOWLEDGED, THE PARTIES AGREE AS FOLLOWS:

1. The parties hereby agree to amend their 2017 Agreement by replacing subparagraphs 1(A) and 1(B) of the 2017 Agreement with the following

A. Subject to the terms and conditions hereof, the Town agrees to purchase a minimum of 1,000,000 gallons per day (gpd) of potable water from SCWA during the second and third quarters of each year and a minimum of 800,000 gpd during the first and fourth quarters of each year, provided SCWA is able to provide such volume of potable water.

B. Water volume shall be measured in accordance with the provisions set forth at Paragraph 6 of this Agreement and shall be calculated by measuring the mean average based on a quarterly basis.

C. In addition, and despite the reduction in the minimum purchase obligation during the first and fourth quarters, the Town's yearly minimum purchase obligation shall be calculated based on an average of 1,000,000 gpd. Adjustments will be made to fourth quarter billing to reflect the Town's obligation to pay the greater of 1) the yearly minimum purchase obligation of 1,000,000 gpd multiplied by the number of days in such year or 2) the actual volume of water received.

2. All other terms of the Agreement not specifically changed or amended by this First Addendum shall remain in full force and effect.

IN WITNESS WHEREOF, each party, having first been duly authorized by their respective Boards, has caused this First Addendum to be executed on the date indicated.

SARATOGA COUNTY WATER AUTHORITY

By: _____
Timothy Szczepaniak, Chairman Date

TOWN OF HALFMOON

By: _____
Date

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: March 5, 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	\$76.25
	Subsidiary: Home & Community Services		
		25-4-2189.00	\$76.25
CREDIT:	Appropriations	25-960	\$76.25
	Subsidiary: Engineering Contractors Inspections		
		25-5-1440.40	\$76.25

Information Only: The above was derived from the following breakdown of charges to be paid on March 13, 2025, Abstract for engineering and related fees.

<u>NAME</u>	<u>AMOUNT</u>
Creekview Estates Inspection	\$ 76.25
Total	\$ 76.25