



TOWN BOARD MEETING AGENDA

April 16, 2025

7:00 PM

A. James Bold Meeting Room

AGENDA

WORKSHOP - Board Room - 6:15 PM

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

PRESENTATION: HALFMOON HERO

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 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.

TOWN OF HALFMOON HISTORICAL BUILDING: Historian Lynda Bryan, has announced that the Halfmoon Historical Building will be open 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.*

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

AMERICAN RED CROSS BLOOD DRIVE: Thursday, May 08, 2025 1:00 pm to 6:00 pm at the Halfmoon Town Hall, 2 Halfmoon Town Plaza, Halfmoon, NY 12065 in the A. James Bold

Meeting Room. To schedule an appointment, please visit www.RedCrossblood.org and use Sponsor Code: halfmoontownhall or call 1-800-733-2767.

75th ANNIVERSARY OF SHENENDEHOWA SCHOOL DISTRICT: Saturday, May 17, 2025 from 10:00 am to 4:00 pm at the Shenendehowa High School East, celebrating 75 years of educational excellence! Visit www.shenet.org for more information.

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. Building Permits

Total # Permits - 73 Total Fees Submitted to the Supervisor - \$39,716.00

Fire Inspections - 100 Total Fees Submitted to the Supervisor - \$ 8,250.00

2. Town Justice Suchocki

Total # Cases 200 Total Fees Submitted to the Supervisor - \$27,242.00

3. Town Justice Fodera

Total # Cases 189 Total Fees Submitted to the Supervisor - \$24,059.00

4. Town Clerk

Total Fees Submitted to the Supervisor - \$7,398.55

5. Senior Express

Total # Rides - 547 Total # Meals - 728

DEPARTMENT MANAGER MONTHLY REPORTS

Animal Control, Receiver of Taxes

CORRESPONDENCE

1. **Received** from NYS DOT, their response to the Town of Halfmoon's request for a Speed Study and reduction of speed limit on Woodin Road between Grooms Road and Sitterly Road in the Town of Halfmoon, stating that it was determined that a reduction of speed limit is not warranted at this time.
2. **Received** from NYS Department of Public Service, their notice of virtual public statement hearings to seek input and comments regarding National Grid's Final Gas System the Companies' Formal Long-Term Plan filed by the Brooklyn Union Gas Company d/b/a National Grid NY, Keyspan Gas East Corporation d/b/a National Grid, and Niagara Mohawk Power Corporation d/b/a National Grid. Participants must register by visiting the Department of Public Service website at <https://dps.ny.gov/calendar>, click on the "View DPS Calendar Listings" button under "Calendars" section, or call 1-800-342-3330.
3. **Received** from Erie Canalway National Heritage Corridor, their 2024 Annual Report.

4. **Received** from the State of New York, Office of Real Property Tax, their notification of Certification of School Tax Relief (STAR) Exemptions for the 2025-2026 School Levy for the Town of Halfmoon.

OLD BUSINESS

NEW BUSINESS

139. **Resolution** that the Town board approves the Town Board Meeting Minutes of April 02, 2025.

Resolution Introduced by Town Clerk Catricala

140. **Resolution** authorizing the Supervisor to enter into an Agreement with MJ Engineering, Architecture, Landscape Architecture, and Land Surveying, P.C.

Resolution authorizing the Supervisor to enter into a supplemental agreement with MJ Engineering and Land Surveying, P.C. to provide professional services associated with the replacement of the existing water main at the NYS Route 9 and 236 intersection in accordance with the proposal submitted by MJ Engineering dated April 2, 2025, in the not to exceed amount of \$37,200.00 and to authorize the Supervisor to sign the 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

141. **Resolution** to hire Mathew Ayotte as a Highway Department MEO.

Resolution that the Town Board hereby hires Mathew Ayotte as a Highway Department MEO at Grade 5 Base Pay \$27.13/hr. effective April 21, 2025, subject to successful completion of pre-employment testing.

Resolution Introduced by Superintendent of Highways Bryans

142. **Resolution** authorizing the Supervisor to enter into an Agreement with ItsClimbTime, LLC.

Resolution that the Town Board hereby authorizes the Supervisor to enter into an agreement with ItsClimbTime, LLC. to provide a portable climbing rock in accordance with the invoice #84-2237320 in the not to exceed amount of \$1,000.00 and hereby authorizes the Supervisor to execute said agreement, subject to the review and approval of the Town Attorney.

Resolution Introduced by Town Supervisor Tollisen

143. **Resolution** authorizing the Deputy Supervisor to enter into an Agreement with Jukebox Rebellion.

Resolution that the Town Board hereby authorizes the Deputy Supervisor to enter into an Agreement with Jukebox Rebellion, Jay Yager Entertainment Management, LLC to provide a musical Fall Festival Performance as further described in contract #JR 9/20/25 in the not to

exceed amount of \$1,950.00 and hereby authorizes the Deputy Supervisor to execute said Agreement, subject to the review and approval of the Town Attorney.
Resolution Introduced by Deputy Supervisor Hotaling

144. Resolution to approve the Comptroller's Report for March 2025.

Resolution that the Town Board approves the Comptroller's Report for the month of March 2025, as presented.

Resolution Introduced by Comptroller Sullivan

145. Resolution that the Town Board authorizes the purchase of a Solar LED Rapid Flashing Beacon System.

Resolution that the Town Board authorizes the Town Supervisor to purchase a Solar LED Rapid Flashing Beacon System pursuant to Order #EST13387 in the not to exceed amount of \$4,165.32 from LED Lighting Solutions 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

PUBLIC COMMENT (For discussion of non-agenda items)

ADJOURN

April 2, 2025

SENT VIA EMAIL ONLY

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



Re: NYS Route 9-236 Intersection Water Main Replacement
MJ Project No. 964.100
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 NYS Route 9-236 Intersection Water Main Replacement Project experienced delays thereby resulting in an extended construction duration and need for supplemental inspection services. A summary of the project progress and delays follows:

- Bellamy mobilized the week of 11/18/24 and construction activities were projected to take approximately 4 weeks.
- Construction activities exceeded the 4-week projection due to slowdowns related to the winter conditions, additional potholing work to locate the existing water main between Sta. 6+00 and 8+00 after the initial mark outs, need for imported fill due to unsuitable backfill, additional hydrant and valve installation for future fire protection, and the Rite Aid fire service modification.
- Full-time inspection was required for all work in the road right-of-way in accordance with the NYSDOT Consultant Inspection Agreement (PERM 36).
- Bellamy was on-site for approximately 12 weeks and achieved substantial completion (i.e. water main active) on 3/6/25.
- Final restoration will be completed this spring to achieve final completion by 5/30/25.

MJ is currently providing full-time construction inspection based on the original contract executed with the Town on 5/16/24. The original contract included 160 hours of full-time inspection, which was an estimate based on an assumed 4-week construction duration. As of 12/30/24, the budgeted number of inspection hours was expended.

Based on the extended construction duration and revised completion dates, an additional 6 weeks of full-time construction inspection services in the NYSDOT right-of-way is required (240 hours). At the NYSDOT inspection rate of \$155/hr, the supplemental construction inspection services equate to \$37,200. Inspection 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 original construction administration budget appears sufficient to carry the project through completion.



21 Corporate Drive
Clifton Park, NY 12065



518.371.0799
mj@mjteam.com
mjteam.com



Fishkill, NY
Levittown, NY
Pocantiny, NJ
Melbourne, FL



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

cc. File

AUTHORIZATION TO PROCEED

In accordance with the Agreement dated May 16, 2024, 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.

Printed Name

Title

Signature

Date

ItsClimbTime, LLC.

SERVICE AGREEMENT

CLIENT: The Town of Halfmoon

This letter is an agreement between the "Client" and "ItsClimbTime, LLC". Both parties agree to the following:

DATE: September 20, 2025 START TIME: 4:00 pm END TIME: 7:30 pm

OPERATION LOCATION: Halfmoon Town Park

BILLING LOCATION: 2 Halfmoon Town Plaza, Halfmoon, NY 12065

SERVICE FEE: \$1,000 DEPOSIT: NONE

COMMENTS:

ITEMS: The following items are included in this rental agreement: portable climbing rock with 4 climbing routes, climbing harnesses, "Auto Belay", and necessary safety and climbing equipment.

CERTIFIED OPERATORS: ItsClimbTime, LLC will supply all the necessary labor for the complete set up and take down of the structure, as well as the labor to operate.

RESPONSIBILITY: All participants must sign an awareness of risk / liability release form prior to climbing. ItsClimbTime, LLC holds a \$5,000,000 liability policy in connection with the operation of the structure. A copy will be forwarded including the Renter as an additional insured.

SERVICE FEE: The fee stated above includes set-up, use of the structure and all necessary equipment, and takedown.

ADDITIONAL INFORMATION: The location/site must be accessible to a full-size truck and a 30' trailer. The site needs to be a 25' wide X 75' long level surface of concrete, blacktop, or solid grass. Minimum clearance height is 28'. Should lighting for nighttime be required/requested, Renter shall supply power equal to 20 amps to the site.

The laws of the State of New York govern this agreement. The terms and conditions as outlined are hereby accepted and agreed:

Client: The Town of Halfmoon ItsClimbTime, LLC Name: JEREMY SNOWDEN

Client Title: _____ ItsClimbTime, LLC Title: PRESIDENT

Client Signature: _____ ItsClimbTime, LLC Signature: 

Date: _____ Date: March 31, 2025

143 County Route 51
Coxsackie, N.Y. 12051

<http://www.itsclimbtime.com>
Ps. 18:29 "...with my God I can scale a wall."

Fax/Ph: 1-518-479-9676
E-mail: itsclimbtime@yahoo.com

ItsClimbTime, LLC.

INVOICE

EIN # 84-2237320

To: Town of Halfmoon

Date	Hours	Description	Unit Price	Amount
9/20/25	4-7:30	Climbing wall	\$350/hr.	\$1,000
			Total	\$1,000

*Make check payable to: ItsClimbTime, LLC.

Thank You.

Date: 3/31/25

Signature: _____



143 County Route 51
Coxsackie, NY 12051

<http://www.itsclimbtime.com>
Ps. 18:29 "...with my God I can scale a wall."

Ph: 1-518-479-9676
E-mail: itsclimbtime@yahoo.com



jay yager entertainment management, LLC

Box 2642 Malta, NY USA 12020 518 225 1110 jukeboxrebellionusa@gmail.com www.jukeboxrebellion.com

performance contract

CONTRACT #: JR 9/20/25

purchaser: TOWN OF HALFMOON care of PAUL HOTALING Photaling@nycap.rr.com

performance date: SATURDAY, SEPTEMBER 20, 2025

place of event: 162 RT 236 HALFMOON NY - EVENT STAGE

event description: FALL FESTIVAL PERFORMANCE

event & performance times PERFORM 4-7PM, 2 SETS W/ 1 - DJ'D BREAK

band stage size: PLEASE PROVIDE A PERFORMANCE STAGE OR AREA MINIMUM 12 FEET DEEP x 20 FEET WID

load in: BAND WILL LOAD IN APPX 2 HOURS PRIOR TO PERFORMANCE START TIME. PLEASE HAVE STAGE AREA AND ADJACENT PARKING/ LOADING AREAS AVAILABLE AND FREE OF ENCUMBERANCES AT THIS TIME. PLEASE ADVISE IF ANY EARLIER LOAD IN IS REQUIRED. EARLY LOAD IN MAY RESULT IN ADDITIONAL FEES.

stage cover: STAGE MUST BE UNDER A RAINPROOF COVER/ TENT/ STRUCTURE, AND IF ANY CHANCE OF INCLEMENT WEATHER, BACK AND SIDES OF STAGE MUST BE PROTECTED BY WALLS/ TENT WALLS/ ETC TO ENSURE NO WATER ON THE STAGE

power required: PLEASE NOTE: ARTIST WILL REQUIRE A MINIMUM OF THREE SEPARATE 110VOLT - 20 AMP ELECTRICAL OUTLETS -- EACH ON ITS OWN SEPARATE CIRCUIT BREAKER -- FOR BAND USE ONLY.

sound by: SOUND PROVIDED BY ARTIST

stage lighting by: STAGE LIGHTING PROVIDED BY ARTIST

dressing room(s): PLEASE SUPPLY ONE PRIVATE DRESSING ROOM/ CHANGING AREA FOR BAND

food/ beverage: PURCHASER SHALL SUPPLY COMPLIMENTARY CASE OF WATER FOR BAND & CREW

overnight accommodations: N/A

TOTAL PRICE: \$ 1,950. 00 (PROMOTIONAL RATE APPROVED BY JY)

DEPOSIT due: N/A

BALANCE due: \$ 1,950. 00
Balance shall be payable immediately following performance(s), day of event
BALANCE MAY BE PAID VIA CHECK, CASH, VENMO, PAYPAL or MAJOR CREDIT CARD
Checks Payable To: J YAGER

TERMS: If Purchaser cancels within 180 days of performance, 1/2 of deposit shall be refunded by Artist.
If Purchaser cancels within 30 days of performance, full deposit shall be forfeited.
If Purchaser cancels within 7 days of performance, full deposit and balance shall be paid IN FULL

AGREED AND ACCEPTED

2/23/25

for purchaser

date

for JUKEBOX REBLLION

date

Jukebox Rebellion

Jay Yager Entertainment Management, LLC

Box 2642 Malta, NY USA 12020 518 225 1110 jukeboxrebellionusa@gmail.com www.jukeboxrebellion.com

performance contract

CONTRACT #: JR 9/20/25

purchaser: TOWN OF HALFMOON care of PAUL HOTALING Photaling@nycap.rr.com

performance date: SATURDAY, SEPTEMBER 20, 2025

place of event: 162 RT 236 HALFMOON NY - EVENT STAGE

event description: FALL FESTIVAL PERFORMANCE

event & performance times PERFORM 4-7PM, 2 SETS W/ 1 - DJ'D BREAK

band stage size: PLEASE PROVIDE A PERFORMANCE STAGE OR AREA MINIMUM 12 FEET DEEP x 20 FEET WIDE

load in: BAND WILL LOAD IN APPX 2 HOURS PRIOR TO PERFORMANCE START TIME. PLEASE HAVE STAGE AREA AND ADJACENT PARKING/ LOADING AREAS AVAILABLE AND FREE OF ENCUMBERANCES AT THIS TIME. PLEASE ADVISE IF ANY EARLIER LOAD IN IS REQUIRED. EARLY LOAD IN MAY RESULT IN ADDITIONAL FEES.

stage cover: STAGE MUST BE UNDER A RAINPROOF COVER/ TENT/ STRUCTURE, AND IF ANY CHANCE OF INCLEMENT WEATHER, BACK AND SIDES OF STAGE MUST BE PROTECTED BY WALLS/ TENT WALLS/ ETC TO ENSURE NO WATER ON THE STAGE

power required: PLEASE NOTE: ARTIST WILL REQUIRE A MINIMUM OF THREE SEPARATE 110VOLT - 20 AMP ELECTRICAL OUTLETS -- EACH ON ITS OWN SEPARATE CIRCUIT BREAKER -- FOR BAND USE ONLY.

sound by: SOUND PROVIDED BY ARTIST

stage lighting by: STAGE LIGHTING PROVIDED BY ARTIST

dressing room(s): PLEASE SUPPLY ONE PRIVATE DRESSING ROOM/ CHANGING AREA FOR BAND

food/ beverage: PURCHASER SHALL SUPPLY COMPLIMENTARY CASE OF WATER FOR BAND & CREW

overnight accommodations: N/A

TOTAL PRICE: \$ 1,950. 00 (PROMOTIONAL RATE APPROVED BY JY)

DEPOSIT due: N/A

BALANCE due: \$ 1,950. 00
Balance shall be payable immediately following performance(s), day of event
BALANCE MAY BE PAID VIA CHECK, CASH, VENMO, PAYPAL or MAJOR CREDIT CARD
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AGREED AND ACCEPTED

for purchaser

date

for JUKEBOX REBLION

date

2/23/25

LED Lighting Solutions
42410 Winchester Rd
Temecula, CA, 92590
Phone: 888-925-1966
Web: www.ledlighting-solutions.com

Quote

Order No.: EST13387
Order Date: 4/8/2025
Expiration Date: 5/8/2025
Customer ID: C019432

BILL TO:

Town of Halfmoon, NY
2 Halfmoon Town Plaza
Halfmoon NY 12065
United States of America

SHIP TO:

Town of Halfmoon, NY
2 Halfmoon Town Plaza
Halfmoon NY 12065
United States of America
bbryans@townofhalfmoon.org
518-664-3127

CUSTOMER P.O. NO.

TERMS
Net 30

CONTACT

SHIP VIA

UPS® Ground

NO.	ITEM	QTY.	UOM	PRICE	DISC.	DISC. PRICE	EXTENDED PRICE
1	RFB-001-PB-BB-SLV: Solar LED Rapid Flashing Beacon System (Amber) Back to Back with Aluminum Silver Push Buttons - Includes 2 Silver Aluminum Push Buttons, 2 Solar Panels, 4 RFBs, 2 Back-to-Back Junction Boxes, 2 Sets of Hardware (Signs not Included)	1.0000	EACH	3,499.9900	0%	3,499.9900	3,499.99
2	W112X-0030-DMG-FYG: MUTCD W11-2 30" Crosswalk Sign - Diamond Grade FYG Reflective Sheeting - UV Protected	4.0000	EACH	110.9900	0%	110.9900	443.96
3	W167L-1224-DMG-FYG: MUTCD W16-7PL 12 x 24" Pedestrian Crossing Left Arrow Sign - Diamond Grade FYG Reflective Sheeting - UV Protected	2.0000	EACH	39.9900	0%	39.9900	79.98
4	W167R-1224-DMG-FYG: MUTCD W16-7PR 12 x 24" Pedestrian Crossing Right Arrow Sign - Diamond Grade FYG Reflective Sheeting - UV Protected	2.0000	EACH	39.9900	0%	39.9900	79.98

NOTE:

Thank you for choosing LED Lighting Solutions
NET 30 terms offered with formal PO
In Stock (subject to availability at time of purchase)
UPS Ground shipping quoted
Estimate good for 30 days

Sales Total: 4,103.91
Freight & Misc.: 61.41
Less Discount: 0.00
Tax Total: 0.00
Total (USD): 4,165.32

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