

State of New York  
County of Fulton  
Town of Caroga

Minutes of the Regular monthly Caroga Town Board meeting held Wednesday February 10, 2016 at the municipal building located at 1840 State Highway #10 at 7:00 pm with the following persons in attendance by Roll Call:

Supervisor Robert Sullivan - Here  
Council Member Anthony Sturchio - Here  
Council Member John Glenn - Here  
Council Member Beth Morris - Here  
Council Member Jeremy Manning – Here

Other town department representatives in attendance were Lita Hillier- Budget Director, Steve Putman – Highway Superintendent, Dorothy Parker- Assessor, Don Travis Building Maintenance, and John Delesky – BTI Coordinator. There were approx. 30 members of the public in attendance.

Supervisor Sullivan called the meeting to order at 7:00 pm followed by the flag salute. Council member Sturchio made a motion to waive the reading of the minutes of the January meeting. Council Member Morris seconded the motion. All board members were in favor of the motion.

Supervisor Sullivan introduced the first speaker newly elected Sheriff Richard Giardino. He noted there used to be a lot more coverage, and boat patrols, and patrols in school zones. He wants to resume the boat patrols and is seeking donations noting there is a 50% matching grant available. He complimented the town for having a great public turnout at their meeting. Concerns from the public were: slowing the traffic near the golf course, a problem with the 911 computer system directing emergency responder to the wrong locations, and seasonal speed limits, which are a DOT issue. Sheriff Giardino stated that the town could follow up with him via email. He handed out a mission statement showing dispatch statistics of his department. He has various outreach programs for senior, social clubs, and for kids.

One new program is a GPS program for persons with Autism or Alzheimer's. Council Member Sturchio asked if our school is up to stuff as far as terrorism. Sheriff Giardino stated the State Police does a walk through. He has meet with all the superintendents and he will continue to work and plans to have a deputy visible on various days in the future.

Supervisor Sullivan introduced Bill VanGorder of NBT Mang Insurance. He has been with the company since 2004. He gave a history of the company. About 23 years ago municipal insurance was a mess. Through meetings with AOT and NYSAC it was determined that municipalities had to control their own destiny and NYMIR (New York Municipal Insurance Reciprocal) was created. The Town of Caroga was one of the founding members of this not for profit agency. Their mission statement is to bring value by offering insurance and risk management products tailored to the specific needs of their clients. It is the largest insurer of municipalities in the state. They don't pay frivolous law suits. "Some times that costs a little more up front but at the end of the day it pays off."

A 22 page booklet was handed out to the board outlining the town's coverage. In September the town paid out \$36,857.75 which did go up because property values went up. He reviewed the property coverage which has a blanket limit of \$4,166,715. Mr. VanGorder reviewed the boiler and machinery limits, general liability, property extensions (flooding, lightning), automobile coverage, and public official's liability policies. He is not sure how accurate the coverage is on Sherman's right now. The boat wash station will affect the premium.

Mr. VanGorder reviewed personal injury claims. He noted if the town uses volunteers that a formal resolution should be adopted listing those people so they are on record in case a suit surfaces. Land use liability claims stemming from the Planning and Zoning boards are covered. Employee theft was reviewed. Council Member Glenn questioned the deductible on page 17 of \$5,000.00. Mr. VanGorder will see if he can quote something lower.

Cyber coverage – is when the municipality is holding or in custody of peoples personally identifiable information. If by a negligence act or an incident of hacking the information is released - that is a cyber breach. If there is a breach certain steps have to be taken according to federal standards. Monitoring has to be conducted, consultants may need to be hired etc. A loss control survey was conducted today. He will present a quote for the board to consider. He estimated it to be about \$1,200.00.

Sherman's is insured from a liability standpoint for the premises for injury. Depending on how the property is used in the future – the beach – lakefront operation they are prepared to insure and risk manage it but they need to know what is going on there. We do not have any coverage for the mechanical amusement rides. It is excluded on the current policy and all general liability policies. They tried to quote it - the price was \$7,600.00 for the merry-go- round and there were a lot of conditions to go along with that. It has to be inspected first. He wanted it clear there is **no coverage on the rides** if they are operating or not. If someone trips on the beach or cuts their foot the premises is covered. There is a \$5,000.00 med pay so bills can be paid but if it goes to a law suit level there is also coverage. Council Member Morris asked about having kayak run can the beach be used. Mr. VanGorder discussed a facility use agreement setting times the property can be used and a disclosure that you are at your own risk. If vendors with a food trailer come it you have to use common sense – a vendor should have insurance we should be listed on their policy, a person selling paintings won't have a million dollar insurance policy. He suggested contacting him prior to an event.

Kent Kirsch was thankful for the information so he can better understand the liability issue. If someone is working on a roof at Sherman's - it depends on who it is. A town employee performing work for the town is a workers comp. claim. A paid contractor is expected to take out their own workers comp and list the town on their liability policy. Again this should be discussed prior to. The third question - is a kid on the roof who should not be there. That would be a premises claim. If there is a suit NYMIR will fight their way out of it. The carousel building needs to be secured. It is a dangerous area. The Sherman's property has been inspected and recommendations were made which will be addressed in the spring. The Ferris wheel needs to be secured with a fence.

Mr. VanGorder suggested contacting the county to see if volunteers would be covered under workers comp if injured while painting.

Mr. Putman noted the following vehicles need to be removed from the NBT MANG Policy on page 13: 1995 International/Dump 20050 & the 1998 International/Dump 1HTGBAAR5XH632177 and on page 14 the 1995 Viking wing & head plow.

Judge Subik asked if he and the court clerk were covered similar to the board under the policy. They are.

Supervisor Sullivan thanked the public for their patience and reserved the right to limit the time people speak this evening.

**Public:**

Linda Stevens thanked the board for the purchase of plywood and Lynne and John for installing it on the back of the bookcase. Someone may donate more bookcases she asked if they could be placed down the hall across from the photo exhibit. Initially the supervisor does not see a problem with it.

**Department Reports:**

***Assessor's Report*** – Mrs. Parker noted all Enhanced STAR renewals are due on or before March 1<sup>st</sup>. She has 35 people who have not renewed. She will send out a notice or call everyone around the 15<sup>th</sup>. Bob Jacob from ORPS sent notification that the new equalization rate for 2016 is only 63%. He used a trending system from sales from other lakes from 7/10/14 to 6/30/15. Our sales show a 3% negative trend. She will start looking at the sales in this time period and request ORPS look at the equalization rate again. “It is early yet I got lots of time I got till September.”

***BTI*** – John Delesky reported that the town’s paperwork is in order for treating with BTI this year. The golf course is all set too. The yearend reports were submitted in January for the BTI Dept. & Golf Course. He has checked a couple of streams and both had larva in them. He will notify DEC and probably start treating March 1<sup>st</sup>.

***Clerk/Registrar*** – Linda Gilbert submitted the monthly report. A town directory has been put together – a couple of things will be added. The clerk asked for suggestions from the public. Last month she presented her books for audit so far only one board member has inspected them. The supervisor asked everyone to stop in and review them.

***Tax Collection Report*** - To date \$2,349,444.86 has been collected. Unpaid is \$840,063.24. There is a \$2,213.31 adjustment to the roll due to SCAR decisions. The supervisor has been paid over \$800,000.00 and now payment is going to the County.

***Code Enforcement & Sanitation*** – Shelia Yates reported since the last meeting she has issued 7 permits. “We made \$214.50 for the rest of January and \$305.00 already for February; we are off to a good start.”

***Dog Control*** – Mr. Dutcher reported to the clerk that he had four calls for the month. He responded to one dog bite call and he noted that he did address the complaint from Mr. McLain.

He has written out ½ of the tickets for last year's delinquent license renewals. Dog owners will be mailed the ticket along with a notice of the next rabies clinic with a deadline to license prior to going to court.

**Golf Course** – Supervisor Sullivan read a report written by Mr. Jennings. He has completed the mower blade grinding on 19 reels. The savings by doing it here is about \$3,800.00. He also feels he does a better job. Wood was purchased from Kingsboro lumber to upgrade the work area in the maintenance garage. There is a crack in the sewer drain line in the maintenance garage. He has the pipe to fix it but may need help.

He asked for board approval to purchase paint to do all the window frames and all borders of the golf chop as soon as the weather breaks. He is currently putting an ad in the newspaper for the upcoming golf rates for the 2016 season and is hoping for good weather and a great golfing season.

**Highway** – Mr. Putman gave the board a five year plan for replacement of vehicles. He reviewed the chart with the board. The costs are approximate and some of the vehicles have outlived their usefulness. Some need to be replaced now as previously discussed.

He noted the garbage truck had to be worked on again today. He recommended a smaller Gradall the next time it is purchased. Mr. Putman has red flagged the 2004 Chevy Pickup as of today. It is coming apart at the seams. He spoke to the budget director and it is feasible that he could purchase another small dump truck with a plow now. Council Member Morris asked about the price for a new paver. Mr. Putman did not know, the Town of Johnstown purchased one at auction for about \$7,500.00 and it was an \$80,000.00 machine. We don't need a new one. He is looking into contracting out some of the paving. The last time the town bid out a project (before he was elected) instead of 3" you got an inch if you were lucky. He is down two plow trucks. Supervisor Sullivan noted there may be money to purchase another small dump truck with a plow. Mangino's has one and it could be delivered within 2-3 weeks. They would put a little sander in the back. It is great on the small roads. Mr. Putman estimates the cost at around \$42,000.00. Normally that truck costs \$60,000.00 without the sander or plow. The big truck is being built and didn't have a time frame set for delivery. Council Member Manning wanted to move forward with the purchase.

**RESOLUTION #2015-022 to purchase a small 2016 dump truck with V-plow and sander from Mangino's Chevrolet in Amsterdam** was offered by Council Member Manning at the regular monthly meeting of the Caroga Town Board held on Wednesday February 10, 2016 at Caroga town hall. **WHEREAS**, the Highway Superintendent Steve Putman notified the board that the 2004 Chevy pickup has been red flagged and parked due to unsafe conditions, and **WHEREAS**, Mr. Putman has located a 2016 Chevy Silverado K3 at Mangino's Chevrolet 4447 State Highway 30 Amsterdam NY 12010, now therefor be it **RESOLVED**, that the Caroga Town Board does hereby move to authorize the purchase of the truck for an amount not to exceed \$42,000.00 for a 2016 Chevy Silverado K3 with dump body, with monies coming from the reserve fund. Council Member Morris seconded the motion.

Adopted by a vote of 5 Ayes, Sullivan, Sturchio, Glenn, Morris, Manning

Mr. Putman noted the board needs to expedite the purchase of a garbage truck also. We are contracted by Bleecker. The board asked him if he has looked for any trucks. He is not into buying used. The truck is purchased in two parts the truck chassis and then the packer. You would put it out to bid and then it is built. He is looking for a 38000GBW 6 wheel unit. The board asked him to bring some spec. information back in two weeks.

Mr. Putman showed the board an electrical bid from Oct. 2014 for the lights in the building and upgrading the town barn to 3 phase from Fulton County Electrical.

Retro fit 22 existing fixtures in main barn -Materials & Labor	\$2,435.00
Outside main bldg. 6 new LED lights Materials & Labor	\$4,220.00
Outside Salt barn 18 LED lights - Materials & Labor	\$7,515.00
2 truck and salt loading ramps (2) 150 w	\$2,022.00
Upgrade from existing 2 phase to 3 phase	\$4,500.00

Note: No excavation, backfill, mason work or black top include.

Council Member Sturchio asked if the light had been red capped behind the barn. It was unknown. They will check on the way home this evening.

Supervisor Sullivan noted that the building expenses come out of the general fund.

Mr. Putman gave the board information on a precast salt shed style building. These ARK structures are widely used and portable. He is looking at the 55' X 75' size. The ground is either cemented or paved inside. There is very little runoff. The proposed site is near the cell tower. Council Member Morris conveyed a concern from Mr. & Mrs. Ford about any possible contamination to their well. The proper agencies will be contacted and proper setbacks will be adhered to. This is a precast wall is stacked and bolted and cabled together. The ground has a 95 compaction rate and drainage could be put in if you had to. The salt is now stored in the pole barn alongside a dirt bowl he created. The pile was kept outside on Lane Road but too near a creek so he moved it. Council Member Sturchio asked if the new salt shed could be placed where the existing pole barn is. That structure is usually used to store equipment. There are about 4 – 5 residential properties in the vicinity of the proposed structure. Council Member Glenn wanted an oversight agency to review the site. The cost of the building is quoted to be \$54,620.00

The Highway Superintendent noted the need to amend resolution #2016-021 Agreement to Spend Highway Funds for CHIPS. The projects listed are East Shore Road West Caroga Lake, West Stoner Lake Road, and Outlet Road. The board was asked to sign the amended document.

Lastly Mr. Putman spoke to some people about making East Shore Road one way in the summer time. He has calls out to DOT for proper signage, AOT for the legal aspects. It would be one way from south to north. A resident questioned how emergency vehicles would gain access. The fire department would make the call in the event of an emergency. It was noted access will change once the new firehouse is built.

**RESOLUTION #2016-023 to rescind resolution #2016-021 an Agreement to Spend**

**Highway Funds** was offered by Supervisor Sullivan at the regular monthly meeting of the Caroga Town Board held on Wednesday February 10, 2016 at Caroga town hall. **WHEREAS**, the Highway Superintendent Steve Putman notified the board that the resolution to spend town highway funds voted on at the last meeting needed to be rescinded, and **WHEREAS**, Mr. Putman has supplied the board with an updated agreement to spend for general repairs the sum of \$77,283.93 for repairs on 33.59 miles of town highways including sluices, culverts and bridges for East Shore Road commencing at RT10 to RT 29A a distance of .71 miles, and on West Stoner Lake Road from RT10 to the dead end a distance of .20 miles, and the Outlet Road from RT 10 to RT 10 a distance of .20 miles with type 6 a thickness of 1 ½” and a subbase of 3 1/2” binder, now therefor be it **RESOLVED**, that the Caroga Town Board does hereby authorize the Highway Superintendent to spend funds as noted above and be it further **RESOLVED** all of the above are subject to change. Council Member Glenn seconded the motion.

Adopted by a vote of 5 Ayes, Sullivan, Sturchio, Glenn, Morris, Manning

**Lake Steward Program** – Supervisor Sullivan noted the town has applied for a boat washing station.

**Town Hall Building** - Mr. Travis reported that the roof is leaking again in the same spots. Council Member Manning noted the membrane is cracked. A temporary patch job could be done in the one spot. The roof is covered in ice. Council Member Glenn suggested getting a quote to replace the whole roof. Supervisor Sullivan suggested doing the project in two parts as one part of the roof is older than the other. The board will have to set specs. It will have to go out to bid. Some of the water coming in by the gym is through the wall. A material called Fabrall could be used to permanently solve the problem.

Nathan Littauer clinic has requested a ramp going straight out from the door. It is difficult to make the turn on the current ramp. A roof over top to keep the snow off was suggested. Putting together specs was suggested.

**Weeds**- No report

**Youth Summer Program** – Council Member Morris spoke to Sue from the Health Department. The Youth Director can also act as the Aquatics Director as long as she is certified. Rachael is not interested in having an Aquatics Director. They did go to the beach once a week last year. She noted the counselor to child ratio changes. When they are at town hall the ratio is 12 children to 1 counselor. When they are at the beach it changes according to the ages of the children. Last year they did not have as many kids as previous years. We don't need to be paying extra counselors if we don't need them. Council Member Morris noted more discussion is needed and the Director needs to be asked if she will become certified as an Aquatics Director. The person has to be over 21. It is easier for the director if the kids are not at the beach. The kids also had a really good time here. Jennifer Blowers stated that Barbara Palmateer of DEC can certify people. Supervisor Sullivan suggested sending out a survey after summer recreation for feedback at the end of the season.

**Supervisor's Report**

Amend organizational meeting line item error – Deputy Town Clerk hourly wage to \$12.25. The Town clerk noted she is not looking for a raise. The issue is new clerks have started at a much higher rate than was quoted on the books. Supervisor Sullivan is proposing a “senior position” someone who has held the job for a number of years. Our reorganizational does not allow that. He knows the person started out at a rate that was different than the line item. It all needs to be reworked. He still wanted to make this one.

Judge Subik asked how it is being documented for the hours these deputies, or assistants put in? Times sheets are filled out for the two week period and the department head signs off on it Mrs. Hillier stated. These should be handled at budget time Judge Subik stated and raises should not be given in the middle of the season. The Town Clerk agreed and stated she did not initiate this. Council Member Manning noted in all fairness this has to be addressed.

**RESOLUTION #2016-024 to amend the salary of the Deputy Town Clerk** was offered by Supervisor Sullivan at the regular monthly meeting of the Caroga Town Board held on Wednesday February 10, 2016 at Caroga town hall. **WHEREAS**, Supervisor Sullivan identified a need to amend the reorganizational meeting minutes to change the hourly salary of the Deputy Town Clerk, and **WHEREAS** an hourly rate of \$12.25 was decided upon, now therefor be it, **RESOLVED** that the Caroga Town Board does hereby move to set the salary of Judith Aldinger at \$12.25 per hour. Council Member Morris seconded the motion.

Adopted by a vote of 5 Ayes, Sullivan, Sturchio, Glenn, Morris, Manning

Supervisor Sullivan stated that when the historian position was shared the total budget was \$600.00 they split the \$300.00 in half. What happened after that is it remained the \$300 for the one person.” He believes it should be back up to the \$600.00 for the one person. He suggested retroacting the \$300.00 to make it \$600.00 for last year. The Budget Director thought “it has been \$600 forever.” The clerk questioned the \$600 salary. It was decided to look back on the record before a change is made. Council Member Manning asked for some history.

New mail addresses will be sent out to the clerk for everyone to take a look at. They will be set up with the first initial and last name @carogalakeny.com. He noted it was nice to have a generic one for departments.

Supervisor Sullivan met with Rob Peters Dir. of Fulton County Center for Regional Growth and had a discussion about grants. They talked in the realm what if there could be senior housing, or a downtown could be developed. More than likely a septic system of some type would be necessary for this kind of development. To get a grant you have to be shovel ready. Council Member Glenn noted Gov. Cuomo has earmarked 20 billion for infrastructure for upstate New York.

NBT/Mang has an Employee handbook. Several years ago we did adopt some policies- bereavement, and harassment. Supervisor Sullivan believed more need to be added.

Supervisor Sullivan wanted to let the highway department know he has not forgotten about setting up direct deposit for employee paychecks. It is still in the planning stages.

A work session was set for Wednesday Feb. 24<sup>th</sup> at 7 pm. The board will review the audit process with the Budget Director. He noted there may not be any public comment. The board will conduct any and all other business to come before the board.

The agenda is prepared the Friday before the board meeting. The clerk asked for a specific time for items to be submitted. Noon on Friday was set with a note items may be added. The clerk will then distribute the agenda after 3 pm. It will be posted on the website and through the town's Facebook page.

### **Old Business:**

The Cell Tower Contract renewal is up this month. Last year there was a lot of discussion about selling out the contract vs continuing with the lease. The current contract does not give the town additional revenue if another carrier is added to the tower. Supervisor Sullivan wants that added to the contract. He asked for discussion on the lease. Council Member Manning asked if the Town Attorney had reviewed it yet. If we stay with the lease Supervisor Sullivan wants him to negotiate.

**RESOLUTION #2016-025 to have the Cell Tower Agreement reviewed by the Town Attorney** was offered by Supervisor Sullivan at the regular monthly meeting of the Caroga Town Board held on Wednesday February 10, 2016 at Caroga town hall. **WHEREAS**, Supervisor Sullivan noted the Cell Tower Lease is up for renewal this month, and **WHEREAS**, the board discussed their options to sell out the lease or renew it, and **WHEREAS**, the board discussed having the Town Attorney review the contract, now therefore be it, **RESOLVED** that the Caroga Town Board does hereby move to have the Town Attorney Sal Ferlazzo review and renegotiate the contract. Council Member Sturchio seconded the motion.

Discussion: Council Member Glenn asked if there were other people to negotiate with. It was noted that the contract is with American Tower.

Adopted by a vote of 5 Ayes, Sullivan, Sturchio, Glenn, Morris, Manning

Council Member Manning asked Mr. Kirsch to distribute a handout of what they have been working on. Tonight they are looking for feedback on the committee itself for the selection criteria and on the time line. The committee would select and assess proposals for what to do with the Sherman's property and provide that information to the board.

1. Develop a proposal template that will be completed by interested parties for consideration by the committee and the board.
2. Establish selection criteria and rating approach used to assess each proposal
3. Solicit proposals for the use of the property through public posting
4. Review, assess, and rate viable proposals as they are received
5. Make a final recommendation to the Town Board once all completed proposals are reviewed and assessed.

They believe this will save the board time if a group does these steps. A point system will be developed to evaluate and rate the submission. They created a timeline of events from March to October 2016. They have talked to 10 people to be on this committee. It would consist of: Jeremy Manning, Kent Kirch, Lynne Delesky, Jim Blaise, Richard Ruberti, John Saunders,



James Long, Ron Peters, Gina Dabiere-Gibbs, and Wally Hart. Seven are residents of the town. These diverse people will have good feedback and suggestions for the different directions to take.

Supervisor Sullivan made a motion to appoint this committee a discussion ensued. Council Member Morris has received a lot of feedback on this. Her constituents are saying the board was elected to make decisions. They were not comfortable with an outside group making decisions. Council Member Manning noted no one of the group will be making decisions. The goal is to put the proposal out there for ideas to come in. The committee would field and rank a project from the criteria. Council Member Sturchio asked if the committee was going to help people with their idea. Council Member Manning stated “if the person had a great idea but they can’t do it then they can’t do it.” The three people from outside of town may be able to generate more proposals. The board wants to see all the proposals. Mr. Kirch stated all records of the group will be open to the public.

Mr. Toskas stated the fact that you are rating this proposals means you are making decisions even though they don’t have to be acted on by the board. Just saying you want a beach is not a viable proposal. If they outline how it can be accomplished, maybe with the committees help, then it could still be presented to the board.

Council Member Morris expressed the public’s concern as to why a committee is necessary. From a taxpayers point of view this decision is being put in the hands of people who aren’t elected to make a decision. Mr. Kirch and Council Member Manning stated this comes from not being informed. Perhaps the public’s perception could be changed- letting them know that this would give the board more information. The composition of the group can offer a unique perspective on this project. Basically the group would be passing on their assessment. They would be acting as free consultants. A letter would outline the requirements to submit a proposal.

Mr. Bishop voiced a public concern that the committee would push the music group.

Supervisor Sullivan noted he is looking at a list of a panel of experts. They have the expertise that no one on this board has. Council Member Manning noted ultimately it will fall on the town board to make a decision. This is a way to gather more advice, opinions and more analysis of every idea.

**RESOLUTION#2016-026 to set Sherman’s Committee** was offered by Supervisor Sullivan at the regular monthly meeting of the Caroga Town Board held on Wednesday February 10, 2016 at Caroga town hall. **WHEREAS**, Council Member Manning and Kent Kirch have put together a document outlining a proposed process and approach to solicit and assess legitimate proposals for the Sherman’s property, and **WHEREAS** a committee of 10 people was suggested, Now therefore be it **RESOLVED**, that Caroga Town Board Member – Jeremy Manning  
Caroga Resident - Kent Kirch (Committee Chair)  
Caroga Planning Board Member- Lynne Delesky  
Caroga Business Owner - Jim Blaise  
Wheelerville School Superintendent - Richard Ruberti  
Caroga Financial Professional - John Saunders  
Caroga Environmental Leader – James Long

Fulton Co. Center for Regional Growth – Ron Peters  
Fulton County Dept. of Tourism – Gina Dabiere-Gibbs  
Mohawk Valley Regional Economic Council – Wally Hart be appointed to serve on the Sherman’s Committee. The motion was seconded by Council Member Sturchio.

No Vote taken

Discussion: Council Member Glenn wanted to table this. Council Member Sturchio though it was a great group of people. Council Member Manning noted ultimately every idea still will be seen and the board will make a decision on it. He stated everything will be done legally. Council Member Morris will not betray the people who elected her. She has heard from 70 people they are not happy about this. Mr. Toskas stated the committee cannot come off as a decider. The committee is an advisory one. He understands her point. Council Member Glenn then suggested that Council Member Morris serve on the committee. The resolution was amended to include Council Member Morris.

**Amended RESOLUTION#2016-027 to set Sherman’s Committee** was offered by Supervisor Sullivan at the regular monthly meeting of the Caroga Town Board held on Wednesday February 10, 2016 at Caroga town hall. **WHEREAS**, Council Member Manning and Kent Kirch have put together a document outlining a proposed process and approach to solicit and assess legitimate proposals for the Sherman’s property, and **WHEREAS**, a committee of 11 people was suggested, Now therefore be it **RESOLVED**, that Caroga Town Board Member – Jeremy Manning

Caroga Resident Kent Kirch (Committee Chair)  
Caroga Planning Board Member Lynne Delesky  
Caroga Business Owner Jim Blaise  
Wheelerville Superintendent Richard Ruberti  
Caroga Financial Professional John Saunders  
Caroga Environmental Leader – James Long  
Fulton Co. Center for Regional Growth – Ron Peters  
Fulton County Dept. of Tourism – Gina Dabiere-Gibbs  
Mohawk Valley Regional Economic Council – Wally Hart &  
Caroga Council Member Beth Morris be appointed to serve on the Sherman’s Committee. The motion was seconded by Council Member Glenn.

Adopted by a vote of 5 Ayes, Sullivan, Sturchio, Glenn, Morris, Manning

Supervisor Sullivan announced that the Town of Caroga has been served a summons and a verified complaint from Mr. & Mrs. Johnson regarding the Morey Road. So this can no longer be discussed in an open meeting. The board has had conversations with the Town Attorney and will go into an executive session and make a decision as to which direction they want to go in.

The next item on the agenda was to make an amendment to the resolution setting 2016 salaries. Several board members stated this could be discussed at a future meeting.

**New Business:**

The Fulton County Board of Elections wants to know what the town will do with the old voting machine. Scrap it was the comment at Bornt's.

**RESOLUTION #2016-028 to scrap the old voting machine** was offered by Council Member Glenn at the regular monthly meeting of the Caroga Town Board held on Wednesday February 10, 2016 at Caroga town hall. **WHEREAS**, the Fulton County Board of Elections enquired as to what the status of the old lever type voting machine was, now therefore be it **RESOLVED**, that the Caroga Town Board does hereby move to dispose of it at Bornt's Scrap yard. The motion was seconded by Council Members Sturchio & Morris.

Adopted by a vote of 5 Ayes, Sullivan, Sturchio, Glenn, Morris, Manning

**RESOLUTION #2016-029 to Sell the Chevy pickup on Auctions International** was offered by Supervisor Sullivan at the regular monthly meeting of the Caroga Town Board held on Wednesday February 10, 2016 at Caroga town hall. Council Member Sturchio seconded the motion.

Adopted by a vote of 5 Ayes, Sullivan, Sturchio, Glenn, Morris, Manning

The clerk asked what the minimum bid was. Mr. Putman was going to come up with a number (he had already left the meeting) Supervisor Sullivan asked if it included the plow. The board will check with him and revisit this at their next meeting in two weeks.

Jeremy Manning had an idea to use an online survey for polling residents. At the last meeting the board gave their visions for things they wanted to do. No one asked the residents what their priority was. There are free online survey sites. Residents could be asked questions, their feelings on certain issues, and their priorities. He suggested posting it on the town's Facebook page and website. He wanted to especially get feedback from seasonal residents. For those without computers surveys would be available in the clerk's office with a drop box. The Town Clerk asked how one's residency is known on Facebook? The majority of the people she does not recognize. He thought there was some way to qualify the process. Council Member Manning asked what about renters? Even if they weren't residents the information would have peaks. "It would be a feedback mechanism. Nothing ever happens from it." One larger survey was suggested. He asked if this was something the board wanted to do. His first question was an unlimited essay question – What are your priorities for the town and what things would you like to see the town do? "From that we can kind of help hone our own judgement and thinking." More information on the project was suggested by Council Member Glenn. Council Member Manning wanted a quick simple 2 second survey. The matter was tabled for now.

Council Member Manning spoke with a DEC Forester in Northville, One issue on Green Lake is the Kane Mtn. trail access point does not trash bins or place to go to the bathroom. There is lots of trash and toilet paper littering the area. DEC would not monitor the garbage the town would be responsible for removing it. But DEC representative liked the idea of putting in some kind of privy. Council Member Glenn remembers 30 years ago when a trash receptacle was put at 9 Corner Lake – stoves, refrigerators, mattresses and garbage showed up and it became a horrible mess. The town had to clean it up. Supervisor Sullivan was in favor of trying it noting it is not

on the main road. Mr. Putman will be consulted. Council Member Manning offered to bring it to the end of the road. The truck cannot go down the road. Lynne Delesky noted garbage attracts bears and raccoons. A month trial was suggested. A carry in carry out sign was suggested.

Contract with Mr. Jennings the board members will review this in two weeks. Traditionally he has received a 2% raise – the contract has not changed. Council Member Sturchio asked what was going to happen with the upstairs is anyone allowed to live up there. Council Member Sturchio did not want someone living there during the winter using heat. The heat is on to protect the equipment that is why the heat is on.

**RESOLUTION #2016-0030 to Contract with Steve Jennings for his services at the Nick Stoner Municipal Golf Course as the Greens keeper, Course Manager and Golf**

**Professional** was offered by Council Member Glen **WHEREAS**, the Board did discuss their desire to renew the contract with Stephen Jennings, and **WHEREAS**, Mr. Jennings Contract was reviewed by the Board, Now therefore be it **RESOLVED**, that the Town Board of the Town of Caroga desires to enter into an agreement with Stephen Jennings to act as the Golf Pro, Greens Keeper, Course Manager of the Nick Stoner Municipal Golf Course for the year 2016 as follows:

**WHEREAS**, The Town of Caroga, a duly incorporated municipality existing in the County of Fulton, New York State owns and operates a golf course, including a pro shop, a summer residential apartment and attendant rooms and buildings, and

**WHEREAS**, the Town Board of the Town of Caroga (hereinafter the Town) desires to have its municipal golf course professionally managed, its greens and fairways capably maintained and the services of a qualified golf professional available to its customers, and

**WHEREAS**, Stephen Jennings (hereafter Mr. Jennings) possesses the prerequisite qualifications to perform all the above services, and

**WHEREAS**, Mr. Jennings desires to enter into an agreement with the Town to act as the Manager of the municipal golf course, its Greens keeper and Golf Pro, for hire, and

**WHEREAS**, Mr. Jennings wishes to use the summer residence and space in the attendant real estate to place vending machines, retail golf –related merchandise, and store and rent golf carts,

**THEREFORE**

That, in return for the use of these premises and other good and valuable considerations and compensations, the receipt of which is hereby mutually acknowledged by the parties, who agrees as follows:

1. That the Town agrees to pay Stephen Jennings for his services as Course manager, Greens keeper, and Golf Pro the sum of Forty Thousand Five Hundred and Sixty Four Dollars (\$40,564.00) to be paid semi-monthly from January 1, 2016 through December 31, 2016 in twenty-four installments.

2. Stephen Jennings agrees to his employment in this capacity for this amount, paid under these terms, and the other considerations extended to him.
3. Stephen Jennings agrees to keep all necessary licenses and certifications updated and that he will notify the Town Board of any additional instruction or training, the need of which might arise, whether required for his position or as voluntary enhancement to it.
4. The Town agrees to pay Stephen Jennings New York State retirement contribution and family health insurance coverage, the carrier of which is at the town's discretion.
5. The Town will allow Stephen Jennings the use of the residential apartment above the pro shop during the tenure of this agreement.
6. The town agrees to allocate to Stephen Jennings the space in and around the clubhouse for vending machines, the storage and maintenance of golf carts and the display of retail golf-related items.
7. Mr. Jennings agrees to provide the Town Supervisor with a copy of his comprehensive Liability Insurance policy, naming the Town as additional insured.
8. Mr. Jennings agrees to provide the Town Board with a list of proposed new hires each year, to become Town employees, when applicable.
9. Mr. Jennings agrees to execute his duties as course manager, Greens keeper, and resident golf pro in a capable and professional manner; those duties shall include, but are not limited to:
  - a. The sale of memberships and tickets (supplied by the Town), a report of memberships will be summarized at the end of each month and copies given to Supervisor and Golf Course committee members.
  - b. To record said memberships and any tournaments, that record to be broken down into the number of members and non-members playing.
  - c. To record all locker rentals
  - d. To make available a starter, when required
  - e. To give a minimum of two seminars for students at the Wheelerville School each spring. The Supervisor is to be notified of the date and time of the golf seminars.
  - f. To submit a weekly sales reconciliation form to the supervisor, the form to be supplied by the Town of Caroga.
  - g. To provide and maintain a non-member log of players. A register of cash tickets and sales (log book) will be maintained daily and reviewed with the Golf Course committee monthly.

10. The Town agrees to provide maintenance and custodial services to the course.

11. The town assumes no liability, nor responsibility for the condition of or potential damage to the golf carts.

12. Any and all existing or future concessions are the responsibility of Mr. Jennings with the prior approval of the Town Board.

Council Member Morris seconded the motion.

Adopted by a vote of 5 Ayes, Sullivan, Sturchio, Glenn, Morris, Manning

Justice James Subik presented his books for audit. He explained to the new board members that each year the justice court is required to submit for audit a synopsis of the entire calendar year the cashbook, and cases. Youthful offender won't appear on the roster. He asked the board to keep the records securely for the next 10 days and they could not leave the building. Justice Subik is happy to answer any question the board has. They need to sign off on his books. He also made copies of a document listing the court clerk responsibilities and qualifications when hiring one.

Computer consultant program - Supervisor Sullivan is looking for someone that can come in and set up a backup system in a cloud. He also wants someone to maintain the equipment so it is viable. He wants them to be available to troubleshoot and keep software licenses up to date. The clerk will put a request together for the board to review. The Court, the Town Clerk/collector, and Assessor records are already backed up off site.

Guy Parenti submitted a list of what he feels is his property in the Sherman's Building. Supervisor Sullivan noted it is a year past. The locks will be changed and a discussion will be held with Mr. Parenti. He has offered to sell the Ferris Wheel seats back to the town. Council Member Manning noted we are paying insurance on his property. Supervisor Sullivan and Council Member Sturchio will represent the board, and set up a meeting. A deadline to remove the items will be discussed. Council Member Manning noted the contract with Mr. Abdella stated the town received the contents. The previous supervisor was asked for a list of what was what over the past year.

Council Member Sturchio and Supervisor Sullivan spoke to Jeremiah Wood a local attorney. There is an opportunity to use him in court for some of the zoning and blight issues. He felt confident he could handle other town matters as well. The price is \$175.00 per hour. Travel time is involved with the other attorney. He is available on Monday nights.

**RESOLUTION #2016-031 that Jeremy Wood be considered as a Town Attorney** was offered by Council Member Glenn at the regular monthly meeting of the Caroga Town Board held on Wednesday February 10, 2016 at Caroga town hall. **WHEREAS** Council Member Sturchio and Supervisor Sullivan spoke to Jeremiah Wood a local Attorney about representing the town on Planning and Zoning issues, Blight, and local matters in court on Monday night and perhaps other matters, now therefore be it **RESOLVED**, that the Caroga Town Board does

hereby move to hire Mr. Wood whose office is located at 8 Fremont Street Gloversville NY 12078 as a Town Attorney at \$175.00 per hour as needed. Council Member Morris seconded the motion.

Adopted by a vote of 5 Ayes, Sullivan, Sturchio, Glenn, Morris, Manning

Shelia and Jen volunteered to paint the Code & Assessors Office. Authorization was given to purchase paint. It would be done as a weekend project. The board noted they would not be paid to do this during work hours. Free paint may be available at the landfill if they wait a few weeks.

Supervisor Sullivan asked if anyone had any questions about the following Correspondence – hearing none the board moved to the next topic.

Fulton County Dept. of Solid Waste – correction from 12/10/15 ticket

Income Survey (for Sewer District) from 2005 returned to the clerk on 1/22/16

RE: Transfer Station Mon. Feb 15<sup>th</sup> President’s Day Closed but open on Tues. 8 – Noon

Donald Curtis Letter what Caroga Needs.

Fulton County Workers Comp. 4<sup>th</sup> Quarter & Annual Report 2015

Note from Gary Macintyre on tax structure in Myrtle Beach

Council Member Manning received a letter back from Kyle Price stating he would talk to his board of directors and advisory board about setting up a meeting with the Town Board in April or May. It was noted that they were officially incorporated as a NYS non-profit.

Supervisor Sullivan stated that the landfill site has not been tested in water or air quality since 2010. The town was trying to get the testing down to a yearly basis. He is not sure this ever happened. The town has until June 30<sup>th</sup> to get the testing done. He has a quote of \$2,100.00 which includes equipment, mileage, and shipping. The company is SEM  
Supervisor Sullivan does want to apply for the annual testing officially.

**RESOLUTION#2016-032 to Hire SEM Company to test the landfill site** was offered by Council Member Glenn at the regular monthly meeting of the Caroga Town Board held on Wednesday February 10, 2016 at Caroga town hall. **WHEREAS**, Supervisor Sullivan spoke to a representative of SEM Company about conducting the necessary testing of the landfill site on Everson Road, and **WHEREAS**, a quote of \$2,100.00 was received, now therefore be it **RESOLVED**, that the Caroga Town Board does hereby move to hire SEM of Saratoga Springs NY at a cost of \$2,100.00. Council Member Sturchio seconded the motion.

Adopted by a vote of 5 Ayes, Sullivan, Sturchio, Glenn, Morris, Manning

**RESOLUTION#2016-033 to transfer funds** was offered by Council Member Manning at the regular monthly meeting of the Caroga Town Board held on Wednesday February 10, 2016 at Caroga town hall. **WHEREAS**, Supervisor Sullivan identified a need to conduct testing at the Caroga landfill site on Everson road, and **WHEREAS**, the budget director Lita Hillier noted the need to transfer funds to cover this expense, now therefore be it **RESOLVED**, that the Caroga Town Board does hereby move to make the following budget transfer:

From: A1990.4 Contingent - \$2,100.00

TO: A8160.41 -Landfill Testing \$2,100.00

Council Member Glenn seconded the motion.

Adopted by a vote of 5 Ayes, Sullivan, Sturchio, Glenn, Morris, Manning

At 10:15 Supervisor Sullivan made a motion to enter into an executive session to discuss pending litigation regarding Morey Road. Council Member Morris seconded the motion. All Board members were in favor of the motion. At 10:40 pm Supervisor Sullivan made a motion to exit from the executive session. Council Member Sturchio seconded the motion. The board decided on one of the option Attorney Sal Ferlazzo suggested to pursue in this case.

At 10:41 Supervisor Sullivan made a motion to go into an executive session to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. Council Member Morris seconded the motion. All board members were in favor of the motion.

At 11:26 pm Council Member Manning made a motion to exit from the executive session. Council Member Morris seconded the motion. All board members were in favor of the motion. There were no decisions as a result of the executive session.

Supervisor Sullivan made a motion to pay the bills as presented for audit; accept the minutes of the January 5, & January 13<sup>th</sup> 2016 meetings. Council Member Glenn seconded the motion all board members were in favor of the motion.

At 11:27 pm Supervisor Sullivan made a motion to adjourn Council Member Glenn seconded the motion all board members were in favor of the motion.

Respectful Submitted,

Linda M. Gilbert, RMC, CMC  
Caroga Town Clerk

**General \$ Highway \$ Prepaid \$ Gen. Park \$ .**