

State of New York  
County of Fulton  
Town of Caroga

Minutes of the Caroga Town Board work session held Wednesday April 24, 2024 at the municipal building located at 1840 State Highway #10 at 6:30 pm with the following persons in attendance by roll call. The flag salute followed.

Supervisor Ralph J. Palcovic - Here  
Council Member John Glenn – Here  
Council Member Barbara Deluca – Here  
Council Member Richard Sturgess – Here  
Council Member Matthew Cooper – Here

There was one resident in attendance arriving at 6:35 pm, Jeremy Manning arrived at 6:55 pm. He stayed for less than five minutes.

Supervisor Palcovic read a letter submitted by former supervisor Horton regarding the Restore New York Grant he is applying for. It reads as follows: Re: Restore New York Grant for 2114 State Highway 10, Caroga Lake, and NY 12032 (The former Shutts service station).

Dear Ms. Gilbert:

As a requirement of the Restore New York Grant, the Town must hold a public hearing on the grant application. The purpose of the public hearing is to receive input from the public on the restoration project being applied for in the application. This is a good time to hear from the public and gather ideas on what kind of a future they would like to see for this property.

Proof of such hearing must be attached to the grant application. The deadline for the application is May 22, 2024. Therefore, we would very much appreciate receiving the certified copy of the resolution to hold a public hearing by May 17<sup>th</sup> in order to have time to properly complete the application.

The Town Board will need to call for a public hearing, to be held at the regular meeting of the Board on May 8, 2024, at their work session, tomorrow evening, in order for the public notices to be valid.

To assist you and the Board in the resolution, we offer the following resolution. Obviously, the Board can do as it deems proper. Highlighted parts of this proposed resolution are State Grant requirements and must be included in the resolution.

**RESOLUTION #2024 – 051 to hold a Public Hearing on a Restore New York Grant Fund application submitted by Scott Horton and Deborah Correll** was offered by Supervisor Palcovic at a work session held on April 24, 2024.

**WHEREAS**, the Town of Caroga at their regular monthly meeting on March 13, 2024 passed RESOLUTION #2024 – 043 supporting the submittal of a “letter of intent” to file an application for grant funding from the New York State “Restore New York” grant fund, and

**WHEREAS**, there is no direct cost to the Town or taxpayers for such grant, and

**WHEREAS**, Scott Horton and Deborah Correll have agreed to pay the application fee and any matching funds required by the grant, and

**WHEREAS**, the Town of Caroga submitted the letter of intent on March 18, 2024, and

**WHEREAS**, the Empire State Development (ESD) agency received such letter of intent, and

**WHEREAS**, on March 26, 2024 the ESD notified the Town of Caroga that they determined the proposed redevelopment of this 1,200 square foot building, in a commercially zoned area of town located at: 2114 State Highway 10, Caroga Lake, NY 12032 met the criteria and purpose of said grant, and

**WHEREAS**, the application has been given an identification number, 136094, and a project name: Historic Service Station Rehab, Now therefore be it

**RESOLVED**, that the Caroga Town Board shall as a requirement of the grant application process here-by call for a public hearing at 6:35 PM, May 8, 2024 at 1840 State Highway 10, Caroga Lake, New York 12032, to solicit comments from the public to restore and rehabilitate the historic property in order for the property to be re-purposed into a commercial building to be leased for retail or other legal purposes thus improving the appearance of Town Center, be a catalysis for more development of blighted properties, and to improve the tax base and prosperity of the Town of Caroga.

Seconded by Council Member Glenn

Discussion: Council Member DeLuca asked if there was a time line to hold a public hearing. The clerk replied 5 days.

Adopted by a vote of 5 Ayes: Palcovic, Glenn, DeLuca, Sturgess, Cooper

**RESOLUTION #2024 – 052 to put Robert Thompson back on the payroll** was offered by Supervisor Palcovic at a work session held on April 24, 2024.

**WHEREAS**, Supervisor Palcovic noted that Mr. Baker the maintenance person is vacationing and getting married, and

**WHEREAS**, there is a need to have someone fill in for this two-week period, now therefore be it

**RESOLVED**, that Robert Thompson shall be placed back on the payroll to fill in.

Seconded by Council Member Sturgess

Adopted by a vote of 5 Ayes: Palcovic, Glenn, DeLuca, Sturgess, Cooper

**RESOLUTION #2024 – 053 to fill out the necessary forms for the Department of Transportation to lower the speed limit on a section of the North Bush Road** was offered by Council Member DeLuca at a work session held on April 24, 2024.

**WHEREAS**, a dangerous situation has come to the attention of Council Member DeLuca of speeding vehicles on North Bush Road due to a problem with a bridge whereby there is now a

five-ton limit and the Wheelerville School bus can no longer cross the bridge on North Bush Road, and

**WHEREAS**, there are two young school age children (5 & 6 years old) that now have to walk to a designated intersection of Cape Horn and North Bush Road to meet the bus for their transportation to school, and

**WHEREAS**, there have been two near misses recently in the morning, and

**WHEREAS**, Council Member DeLuca has talked to the Highway Superintendent Larry Voght about the 55-mph speed limit on the road, now therefore be it

**RESOLVED**, that the Caroga Town Board does hereby move to have the speed limit lowered on the section of North Bush Road from County Highway 137 to the intersection of State Highway 10.

Seconded by Council Member Palcovic

Discussion: Council Member Cooper did not have a problem with this. He drives it every day. He asked if the speed limit was posted on that stretch at all. Council Member DeLuca replied there are no posted signs. When it is not posted it is technically 55 mph. Council Member Cooper noted people don't follow the posted speed limit anyway. He suggested posting School Bus Stop signs. Council Member Glenn suggested posting signs for children at play or School Bus Turn. Supervisor Palcovic noted signs are posted on the state highway and that there are certain standards and regulations to post signs. The Supervisor noted this does not cost anything. He noted the town can't lower the speed limit to anything less than 25 mph. He stated a previous highway superintendent posted 15 mph signs inappropriately. NYS will have to look at this. Council Member DeLuca stated the state will look at the number of accidents, do a traffic study, and observe if the speed limit is being abided by. Council Member DeLuca stated if children playing signs were posted it is opening the town up to liability because the law says there is a reasonable expectation that if you are driving through a residential area there is a reasonable expectation that there are children at play. If there are signs and a child is hit but there is not one in the specific area where a child was hit it opens the town up to a liability. Supervisor Palcovic stated this could take a year. The Highway Superintendent recommended a speed limit of 25 mph. The area gets a lot of traffic on the weekends in the winter due to the ski area and in the summer on Wednesdays due to the motocross at the ski mountain. It was stated that the State will determine the speed limit.

Adopted by a vote of 5 Ayes: Palcovic, Glenn, DeLuca, Sturgess, Cooper

The next topic of discussion was the Highway Garage. Supervisor Palcovic wanted the board to agree on the dimensional characteristics and authorization to go forward with some kind of architectural drawings and reengage the architect. Supervisor Palcovic stated any size being looked tonight will exceed the bond issue. Money will come into question.

Council Member Cooper explained the original design was 40 x 120, with the current cost per square foot it puts the cost at one million eighty thousand dollars. The truck we have now sits at 37 feet from the farthest edge of the plow to the sander. So, 40 feet does not allow you to walk

around the truck. The architect put 50 feet in an email but Council Member Cooper stated when they met 60 feet depth was discussed. The building would be 60' x 120'. The cost of that at the current rate of \$225.00 per square foot is \$1.6 million. Any of these numbers do not include the well, septic, or electric. If the building was 50' x 120' the cost would be \$1.35 million. If the town in the future purchases a 10-wheeler it would be a tight fit again. Council Members Cooper and Sturgess were in favor of a 60' deep building. The concern was where the money is coming from.

Supervisor Palcovic took a straw poll of which board members wanted a 60' deep building and who wanted a 50' deep building. All board members stated they were in favor of a 60' deep building.

**RESOLUTION #2024-054 to have the architect design the dimensions of the new highway garage to be 60' deep x 120' wide** was offered by Council Member Cooper at a work session held on April 24, 2024.

**WHEREAS**, Phinney Design Group submitted drawings for a new highway garage with the dimensions being 40' deep by 120' and

**WHEREAS**, it has come to the attention of the board that those detentions would not be the best size for the town, now therefore be it

**RESOLVED**, that the Caroga Town Board does hereby move to have the architect design the dimensions of the new highway garage to be 60' deep x 120' wide so the town will have a preliminary architectural design of the building.

Seconded by Council Member DeLuca

Adopted by a vote of 5 Ayes: Palcovic, Glenn, DeLuca, Sturgess, Cooper

Supervisor Palcovic noted there is still money for the board to use to pay the architect according to the current contract with them.

Supervisor Palcovic stated the next item on the agenda for discussion is the golf course building. He stated he was in favor of a functional building, in talking to the staff at the golf course it would fit the Adirondack motif. Dimensionally he is looking at a building that is 66' x 40'. It has to be geo plotted in the area of where the original club house was. There is insurance money left to pay for the structure. Council Member Sturgess asked if these dimensions were because it is a modular building. The Supervisor noted the foundation and site work will fall under prevailing wage criteria.

A straw poll was taken on doing a modular structure. The supervisor and Council Member Sturgess were in favor. Council Member Cooper asked about a basement for future use for a town hall. He stated it has to come up now. The board discussed the size of the town hall building designed by CT Male several years ago. Supervisor Palcovic stated it was 6000 square feet and that would fit at the end of this building and tie into the utility shed that is already there.

Council Member Sturgess stated he could not put all of his thought into action at the last meeting. If we go with the modular there would have to be a slab. Supervisor Palcovic stated

there could be a full foundation under it. The Supervisor noted he has a spill map that can show the board where the spill was. Council Member Cooper suggested sliding the footprint of the building up Irving's Pond Road. The board reviewed the spill map. The hydro geo flow shows it going down route 10. The location of the old club house would not be considered within the periphery. This was in 1998 or 1999. There are pages of documents the supervisor noted.

Council Member Sturgess wanted to see what the board's opinion is of who wants to put a basement underneath for a future town hall. He suggested making the smallest size of the club house so it is the size of the town hall so somehow a modular can work. Council Member Sturgess suggested putting the judge's chambers or the meeting room upstairs in the club house. "If we lack the size in the basement we can come upstairs." Council Member DeLuca was concerned about mixing a public building with the club house – particularly the judge's space.

Supervisor Palcovic noted there is absolutely no money for a municipal building. He wanted to get the highway garage project and club house up. Council Member DeLuca has a modular home and wishes she had a basement. Council Member Sturgess thought if we are putting in a basement the engineer should tell the board where the plumbing, windows and doors should go. He still thought there was more than enough money to do a basement for the town hall. Supervisor Palcovic stated an environmental engineer would need to be hired to make an assessment of what can be done on the plot where the former spill was.

Council Member Cooper thought the board was talking about the same thing...but stay away from the spill and if there is latitude to position the structure to keep it away from the spill area and meet size requirements and still give us parking. Supervisor Palcovic agreed there could be a basement under the club house. The board discussed sizes of modular and noted the one on Vrooman Road. Additional pieces could be added for the town's needs.

Council Member Sturgess calculated that the two town hall designs were different by 400 sq. feet. Council Member Sturgess wanted to get the shell up for this future town hall (basement) he thought we have to take advantage of that opportunity. Council Member Cooper stated he didn't think the board wanted to do this as one project. He thought the board wanted to build the club house with a basement under it where there is room for the potential to put the town hall in at a later date. Council Member DeLuca stated or there is another use for it. Council Member Sturgess stated it is just a pro shop, with the potential for a future town hall is how he is interpreting it. Council Member Cooper stated he thought the club house should be built with a basement. All board members agreed they wanted to build a club house with a basement.

Council Member Glenn wanted to have the basement accommodate the CT Male design from 2012 for the town hall. Supervisor Palcovic again stated that a new town hall would fit on the site between the medical clinic and this building. Council Member Sturgess wanted to vote on where the board wants the town hall. Council Member DeLuca noted we don't have the money to build a town hall. We have money to build the golf course (club house) with a basement underneath it that can be renovated down the road. Council Member Sturgess noted the golf course is functional. He is trying save the taxpayers a million and a half dollars. The Supervisor did not agree with the number. Council Member DeLuca noted the straw poll was to build a golf course building with a basement under it. It didn't say finish the basement so it would be

turned into a town hall. Supervisor Palcovic noted an engineer would be needed to configure a two-story structure. Council Member Sturgess stated the cost would be well under a million dollars.

**RESOLUTION #2024-055 to move forward with design plans for a golf course building sketch with a full foundation in the location of Irving Pond Road and Route 10** was offered by Supervisor Palcovic at a work session held on April 24, 2024.

**WHEREAS**, this work session was called to discuss moving forward with plans for the golf course building, now therefore be it

**RESOLVED**, that the Caroga town board does hereby move to go forward with architectural plans for a golf course building with a foundation modular in construction.

Seconded by Council Member DeLuca

Discussion: Council Member Cooper asked what the dimensional requirements? Were they 40' x 66'? Supervisor Palcovic stated that is what the discussions have been held on.

Council Member Sturgess did not believe the town had to pay the architect to design the golf course pro shop. He thought it could be done in house. Supervisor Palcovic noted there was a preliminary modular house manufacturer that he discussed conceptual with and would do a drawing for \$1,500.00 but the offer was retracted. Somebody could be found to do it. Council Member DeLuca noted you can reconfigure the inside of a modular. They will do what you want. Supervisor Palcovic's house was blue printed as a modular but then he found a local contractor to bid it for less and was stick built. Council Member Sturgess noted the prevailing wage.

A roll call vote was called

Supervisor Ralph J. Palcovic - Yes  
Council Member John Glenn – No  
Council Member Barbara Deluca – Yes  
Council Member Richard Sturgess – No  
Council Member Matthew Cooper – No

The motion did not pass.

A motion was made by Council Member Sturgess to take the CT design Club House fit the dimensions in a basement for just the basement drainage, doors and windows with a modular structure on top in the location north of this oil.... The board reviews the plans submitted by CT Male in 2012. The dimensions were 92' x 54'. Supervisor Palcovic stated the cost of the building was \$600,000.00 at that time. The Supervisor noted the golf course area may conflict with the goings on with town hall business. Council Member Sturgess noted this was discussed and stated there were a handful of times that they interfere. One would be primary day and when there are tournaments on the weekend and on Tuesday and Wednesdays when there are leagues. Council Member Cooper figured the difference in the size of the space was just under 5000 sq. feet. Council Member Sturgess wanted to pour the foundation now. Council Member Glenn stated it could be used for storage. In reviewing the CT Male plans things have changed. The highway superintendent doesn't need office space in town hall. The clerk stated the library area

has expanded since the plans were developed. Council Member Sturgess thought it could be in the utility shed. The board continues to discuss the size of the structure and the costs. Council Member Sturgess thought the money for his plan would all come out of the insurance money. He noted the money can be used for whatever the board wants. It was suggested that grants be obtained.

**RESOLUTION #2024-056 to take the CT Male drawings from 2010 and restructure it to fit in a dimensional structure of a modular dimension for use of the basement under the pro shop for a future town hall to include the plumbing, windows, and doors** was offered by Council Member Sturgess at a work session held on April 24, 2024.

**WHEREAS**, this work session was called to discuss moving forward with plans for the golf course building, now therefore be it

**RESOLVED**, that the Caroga town board does hereby move to take the CT Male drawings from 2010 and restructure it to fit in a dimensional structure of a modular dimension for use of the basement under the pro shop for a future town hall to include the plumbing, windows, and doors.

Seconded by Council Member Glenn

A roll call vote was called

Council Member John Glenn – Yes  
Council Member Barbara DeLuca – No  
Council Member Richard Sturgess – Yes  
Council Member Matthew Cooper – Yes  
Supervisor Ralph J. Palcovic – No

The motion carried by a vote of 3 – 2. Council Member Sturgess thought this was an important step. Supervisor Palcovic stated we would have to sit with the architect and tell him what you wanted to do. Several of the board members wanted to be there when that happened. A meeting will be called. Supervisor Palcovic thought this just complicated what could have been a very simple process to put a club house up and be proud of it. Council Member Sturgess stated he was proud of the fact that we just saved the taxpayers over a million dollars. Council Member DeLuca didn't think he did. Supervisor Palcovic noted \$100,000.00 was spent on blue prints/architectural design we can't use. The previous board approved that.

At 7:25 Council Member DeLuca made a motion to adjourn the meeting. Council Member Glenn seconded the motion. All board members were in favor of the motion, Palcovic, Glenn, DeLuca, Sturgess, Cooper.

Submitted by the Caroga Town Clerk

Linda Gilbert, RMC, CMC