

State of New York  
County of Fulton  
Town of Caroga

Minutes of the regular monthly Caroga Town Board meeting held Wednesday September 11, 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. A moment of silence was held in remembrance of 9/11/2001.

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

Departments represented were: Jeremy Manning – Wheelerville Bike Trail, Steve Stedman – Golf Course Greenskeeper, Mike Kunath – BTI, Marcus Harazin – Invasive Species Prevention, Walter Jim Hogan – Weed Harvesting Coordinator, Roy Stock – Deputy Highway Superintendent, and six members of the public. Zack Vosburg facilitated the zoom portion of the meeting. There were two participants logged in at the beginning of the meeting, 7 logged in at the peak, and 5 logged in at the end of the meeting.

Council Member Sturgess made a motion to waive the reading of the minutes, Council Member Cooper seconded the motion. All board members were in favor of the motion, Palcovic, DeLuca, Sturgess, Cooper

**Department Reports:**

***Wheelerville Bike Trail*** – Mr. Manning reported the festival was very successful, the best ever. IN talking to riders and visitors he concluded that people came from 10 states and Canada. There were 20 vendors. The campground was full, businesses were busy and He stated the town made \$7,000.00. This event is a favorite of LL Bean. Mr. Manning thanked the following for their help: Fulton County Tourism, EMT's, Caroga First Responders, and the three ski patrols.

The trail builders are working on building an intermediate trail; progress is about 400 feet per day. It will be connected to Irving's Pond. Guests can hike this trail.

Mr. Manning contacted the Craig's Wood course and would like to schedule a zoom meeting with the board for September 25.

Usually there are 500 trail maps printed for the season. In the last two weeks 300 maps have been picked up. Usually only first-time riders will take a map.

Mr. Manning has been invited to Lake Placid for the New York Satet Olympic International Cycling event at the end of September. He stated he doesn't have funds in the budget to attend.

Council Member DeLuca asked about again putting a survey out on insta gram. Mr. Manning thought it was a good idea. It was asked if there is a fee schedule for food trucks to be at our events. Mr. Manning was given some information by the clerk to review on vendors.

**BTI** – Mike Kunath reported that there weren't any black flies. He will have the BTI books available in his office instead of having the applicators keep them after training. This will save \$100.00's of dollars until newer versions are printed. Mr. Kunath interviewed Paul Brink from Bleecker as someone to train and hire for next year.

The price of BTI went up a dollar a gallon. This year approximately 50 gallons were used. An order will be placed in the near future.

**Sole Assessor** – Supervisor Palcovic read the report submitted by Leigh Anne Loucks Sole Assessor. There are three Small Claims Assessment Review hearings scheduled for Tuesday September 17. Two of the hearings will be in Johnstown and the third is set for Town hall as the owner needs an evening hearing.

New York State Department of Tax and Finance were in town on Monday September 9, and Tuesday the 10<sup>th</sup>. They were examining record cards and information for eight parcels they were conducting a valuation survey on. They may be back again.

The Assessor reported that she is collecting data and updating the record cards, preparing for SCAR hearings and the court case, updating STR list, continuing education as offered, checking in with the Fulton County RPTS to retrieve sales biweekly, as well as answering calls, emails, and processing permit lists and sales etc.

**Town Clerk/Tax Collector/Registrar/RMO** – The clerk Linda Gilbert submitted the August report to the board. As a reminder the clerk stated if departments receive Freedom of Information Law (FOIL) requests they are asked to contact the Clerk/Foil Officer Gilbert. Foil is a tool to request documents – not to open a dialog or email a response back answering questions.

**Code Enforcement & Sanitation** – Supervisor Palcovic read the report submitted by Anthony Fancher – Code Officer. 31 permits were issued with a value of \$409,700.00 and \$5200.00 was collected in fees. 28 inspections on open permits, 6 letters were sent out for violations and 4 Short Term Rental inspections have been completed and filed more to coming for next month.

Foundations work has started on 5 new houses with hopes of getting them framed in before winter. Plans for more are still coming in for this year. Letters of order to remedy for property maintenance continue to go out with a positive response in compliance.

**Dog Control** –AG & Markets Inspected YTD 3 dogs taken to the Brennan Shelter

**Golf Course** – Steve Stedman reported there are three more outings, one of them being the Falling Leaves Tournament on October 6. He is working to expand the greens and collars/making them bigger. Aerification has begun on the Tee boxes. He has purchased 60 ton

of sand. Work will start on the front greens September 7 – 11, the front will be closed while aerification is done. Then the back will close to do the aerification.

Mr. Stedman plans to do work on the 4<sup>th</sup> Tee, the 5<sup>th</sup> green, on #6. Trees will also be cut back.

Supervisor Palcovic stated Mr. Stedman is doing a hell of a job.

**Highway** – Larry Voght – Highway Superintendent noted a resolution was needed to repair truck # 17. He was very happy with the work of the new **Mechanic Corey ??**

Mr. Voght introduced Bob Phillips from Mangino Chevrolet. A discussion on a proposal for a Municipal Leasing purchase to purchase a 6500 Chevy vehicle took place. This truck would replace one of our 3500 models. The payment options were for five years. Payments could be made annually, semi-annually, or quarterly. GM financial was said to be very flexible and the rate is currently 6.926%. at the end of the lease the town could purchase the truck for one dollar. The purchase of a truck was not budgeted for this year. The Village of Ballston Spa, and Latham use this lease purchase program. Saratoga County is also looking into it. The vehicle specifications are for a fulling dressed vehicle and include a plow, wing and sander. Even loaded with sand a Commercial Driver's License is not needed. It was stated that the cost of a CDL is \$6,200 to \$9,000.00. Deputy Highway Superintendent Roy Stock noted the union pays the cost for town employees to get their license.

Mangino has the cab and chaise in stock. They use a vendor in Little Falls to outfit the plow/wing and sander and could have a vehicle put together by the end of October/beginning of November. There is also an extended service policy the town can purchase for 60 months.

Council Member Sturgess asked what happens at the end of the lease. Mr. Phillips stated the town could keep it or put it up for auction if they wanted to.

**Lakes Management Program** – Mr. Olm and Mr. Hogan submitted written reports. Mr. Hogan reported the post ProcellaCOR application results in East and West Caroga show the areas treated are still free of residual Milfoil and new growth. Glenn Sullivan returned for a visual survey and rake tosses looking for Milfoil the week of August 5<sup>th</sup>. In the written report Mr. Sullivan stated he did not see any milfoil in any pilot areas and did not see any unusual effects to native species. An independent survey will be conducted by Adirondack Research it is a requirement of the Adirondack Park Agency and the Department of Environmental Conservation.

The 2024 Diver Assisted Suction Harvesting DASH program in **2023** they removed 1436 bushels of milfoil. Of that total 828 bushels were from the pilot locations. Assuming the number of bushels would be close to the 2023 using DASH with no diving done in the pilot locations there would be approx. 608 bushels removed this year. The total bushels were 270. A little less than half of what was expected. It was noted that the Adirondacks are experiencing a reduced growth of milfoil in 2024.

Divers scouted East Stoner, Pine Lake West Lake and Canada Lake. The lake management boats have been relocated to town hall. The motors are being serviced at Canada Lake Marine and will be stored in the shed. Welding work is being done on the harvester.

2025 plans - emphasis will be on early detection, underwater radio communications should be added to increase diver safety. Discuss applying ProcellaCOR to other areas. Contact Peck's Lake to discuss leasing the harvester for their milfoil infestation. Investigate concerns on thick weeds appearing on the bottom of West Caroga Lake. Lastly Brian Greene from the nature Conservancy will return September 19th take a second set of water samples for new testing that measures the presence of Eurasian Milfoil DNA in the water. The Ready Scout post treatment survey will be posted on the town website.

Mr. Voght and Mr. Phillips leave the meeting at 6:58 pm

Mr. Harazin reported that he was invited to a meeting up in Piseco Lake on invasive species. They do not have milfoil but do have invasive species. They have lots of campers and Air B & B's up there.

Mr. Harazin reviewed Mr. Olms summary report compiled from May 24 to September 9. The Caroga Boat wash station inspected a total of 268 watercraft – 245 were decontaminated. Eurasian watermilfoil was found and removed from two boats. One boat was reported to have been in Lake Ontario. Zebra mussels were found and removed from one boat which came from Lake Ontario. Operations at the boat wash station will continue through Columbus Day contingent on staffing. It was noted that the Adirondack Watershed Institute pays inspectors \$19 and Decon workers \$20 an hour and the town pay \$15.00 per hour.

At the DEC East Caroga Campground, a total of 525 watercraft were inspected Eurasian watermilfoil was found and removed from four boats. The campground closed for the season on September 2.

The West Lake Fishing Access reported a total of 2249 watercraft were inspected; no aquatic invasive species were detected. However non-invasive vegetation was removed from six watercraft.

A Lakes Management meeting is scheduled for October 15<sup>th</sup>. The importance of working with the local marinas was noted.

Council Member Sturgess questioned the number of invasives found throughout the season.

**Town Hall Building** – Council Member Cooper noted the boilers were inspected. The ultraviolet light has to be serviced by Culligan. The quote to do repairs to the roof is excessive.

**CTC/Caroga Tourism Committee** – Council Member DeLuca noted minutes of the 8/22 meeting were given to the board members. The next meeting will be on September 19 at 6 pm at town hall. They are working on the Trunk or Treat event which will be held on October 26 with a rain

date of Sunday October 27 from noon to 3 pm. There will be prizes, and refreshment. If anyone wants to participate contact Council Member DeLuca.

***Comprehensive Plan Committee*** – Council Member DeLuca received a written report from Christopher Foss. The committee is looking for ways to make their meeting public. At the last meeting they mostly discussed the current plan and more particularly the vision for the Town as stated in the plan. They discussed getting public input on the plan and will start working on a survey to be distributed to town tax payers. The next meeting of the Comprehensive Plan Committee is September 26<sup>th</sup> at 6 pm at town hall.

**Supervisor's Report:**

1) Colleen Ricciardi Summer Rec. Director reported that the program received four positives inspection reports from the Department of Health. Safety is the main focus on the inspections.

2) Supervisor Palcovic spoke to Jeff Marx of CT Male regarding the Tech. Service Change Order the town received. The work will be done once a year. The net change to the contract is \$5,985.00. A resolution is needed for the Supervisor to sign the contract. The Supervisor also met today with CT Male to look at the area of the legacy gas leak and talked about future construction on the site.

3) Canada Lake Computers recommends upgrades to town's equipment and recommended switching antivirus programs. He recommends having an IT policies and procedures also various departments need equipment upgrades.

4) Supervisor Palcovic met with Bill VanGorder of Mang Insurance regarding the annual policy. They reviewed the various policies and a summary of the cost was given to the Board members prior to this meeting.

5) A 2025 Budget meeting was set by Supervisor Palcovic for Wednesday September 18th at 5:30 pm. The board members did not comment on the setting of the meeting.

6) A resignation letter from the janitor Gordon Baker was submitted to the Supervisor. Supervisor Palcovic noted the initiatives Mr. Baker undertook on various special projects to clean up the gym, and repair cement work on the north stairs. In the interim Bob has agreed to fill in.

7) The town (Scott Horton) was not awarded a Restore NY Grant. Supervisor Palcovic did not know what the next step was but noted this is a revolving grant and he can apply on the next round.

8) The town received payment on the claim submitted for our loss due to the break in at Golf Course.

9) The board reviewed the estimate for emergent roof repair at town hall. The estimate was thought to be too high. Other estimates will be solicited.

### **\*\*Public Comments and Questions**

Allan Farber noted with sadness the passing of Tim Mitchell. Mr. Mitchell had valuable input on various town projects. He also helped the museum and Canada Lake Conservation Association.

Mr. Farber noted he has written the town a couple of letters regarding the Baker property on Kasson Drive. He submitted an application to the Zoning Board of Appeals for an interpretation of the Caroga Zoning Ordinance but the Zoning Board turned the matter back to the Town Board. Mr. Farber asked if a Site Plan Review was going to be conducted on the Kasson Drive property. He asked for a review a year ago. He would like the town to hire an independent consultant to review any building plans for the site. Mr. Farber urged the town to follow its own code. He would like to have an answer soon.

Marcus Harazin will attend a meeting in Lake George on October 1<sup>st</sup> on the reduction of salt on the highways. He noted the upcoming seminar sponsored by the Adirondack Park Agency on October 2<sup>th</sup> from 4 – 7 pm at Fulton Montgomery Community College on shore lines.

He thanked Supervisor Palcovic for looking into the matter of the light at West Lake and his making it a priority.

Previously Mr. Harazin noted he provided information to the town on safety buoys for Canada Lake.

No one online raised their hand to address the board. At 7:26 pm the public portion of the meeting was closed.

### **Old Business:**

Discussion: on a Policy to establish a Non-DOT Testing Pool for Town of Caroga employees whereby the Non-Department of Transportation program shall include all employees that routinely operate, drive, and use motorized town equipment. Departments to be in the random pool are Golf Course, Weed Harvesting, Codes and any Non CDL licensed highway employee.

Council Member Sturgess had questions about having a policy. The clerk explained that the policy can be whatever the board wants. Testing for drugs does not have to be included, maybe only alcohol testing would be done. The clerk noted that the new truck the Highway Superintendent discussed earlier in the meeting does not require the operator to have a Commercial Drivers License and thus drivers would not be tested under the current policy. Council Member DeLuca offered to work with the town clerk to draw up a policy for the board to discuss at a future meeting.

### **New Business:**

The Nick Stoner Trailers sent the town the Landowner Agreement for the board to review and the supervisor to sign. Included in the correspondence was a certificate of liability insurance for the town owned parcels the club uses as part of their trail system.

Supervisor Palcovic reviewed the following correspondence.

The Transfer Station Winter hours start on October 2<sup>nd</sup>. The hours will be Monday & Saturday's 8 am – noon Wednesdays noon – 4 pm.

Supervisor Palcovic announced that the Nick Stoner Trailers donated \$200 to the Summer Youth Program.

The board members received an email dated 8/30 re: the excessive traffic on East Shore Road. The clerk received a letter from Alan Farber. He asked that the letter be forwarded to the town board members and also to the Zoning Board of Appeals Chairman. Mr. Farber discussed this letter during the public portion of the meeting.

Supervisor Palcovic handed out copies of the NY Forward Grant information to several businesses in town.

The Board received an email from Marjorie Hyland regarding the condition of Old State Road. The deputy Highway Superintendent Roy Stock stated the road was patched. More work will be done on the road next year.

**RESOLUTIONS:**

**RESOLUTION #2024-089 to approve a fireworks Display by Majestic Fireworks, Inc.** was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on September 11, 2024.

**WHEREAS**, the clerk received request for firework display application/permit dated August 23, 2024 for a display on Oct 6th at Pine Lake Park for a wedding, and

**WHEREAS**, the application included the necessary certificate of liability insurance, and federal explosives License/permit of the various operators, now therefore be it

**RESOLVED**, that the Caroga Town Board does hereby move to approve a fireworks display by Majestic Fireworks, Inc. 29 College St. Clinton NY 13323 at dusk for 10 minutes on October 6<sup>th</sup> for a wedding.

Seconded by Council Member Sturgess

Adopted by a vote of 4 Ayes: Palcovic, DeLuca, Sturgess, Cooper

**RESOLUTION #2024-090 to authorize Supervisor Palcovic to sign change order with CT Male** was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on September 11, 2024.

**WHEREAS**, the town received change order #006 dated August 2, 2024 to expand the scope of services in conjunction with performing Landfill Monitoring Servies for the Calendar year 2024 for the landfill located on Lane Road in the town of Caroga, now therefore be it

**RESOLVED**, that the Caroga Town Board does hereby move to authorize the Net Change in contract price of \$5,985.00 and does further authorized Supervisor Palcovic to sign change order with CT Male Associates 50 Century Hill Drive Latham NY 12110.

Seconded by Council Member DeLuca

Adopted by a vote of 4 Ayes: Palcovic, DeLuca, Sturgess, Cooper

**RESOLUTION #2024-091 to authorize Supervisor Palcovic to sign Landowner agreement with Nick Stoner Trailers Inc.** was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on September 11, 2024.

**WHEREAS**, the Town received the landowner agreement granting the Snowmobile Club the right to use town land as part of its trail system, and

**WHEREAS**, it is with the understanding that the owners of the aforementioned property will be insured under a policy of insurance provided by the Snowmobile Club and the New York State Snowmobile Association’s Master Liability Insurance Plan for town owned parcels 68.-1-21, 53.-1-12, 68.-1-26, 68.-1-20, 68.-1-24, and 68.-1-27, now therefore be it

**RESOLVED**, that the Caroga Town Board does hereby move to enter into said landowner agreement and do further **RESOLVED** that Supervisor Palcovic is authorized to sign Landowner agreement with Nick Stoner Trailers Inc. PO Box 127 Caroga Lake NY.

Seconded by Council Member Cooper

Adopted by a vote of 4 Ayes: Palcovic, DeLuca, Sturgess, Cooper

**RESOLUTION #2024-092 to make the following transfers as necessary to maintain a balanced budget** was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on September 11, 2024.

**WHEREAS**, the Bookkeeper Joanne Young notified the Town Board that transfers were necessary, now therefore be it

**RESOLVED**, that the following transfers be made as indicated below to maintain a balanced budget.

To: A6410.41 Golf Course Publicity C/E	\$ 500.00	
From: A6410.4 Publicity C/E		\$ 500.00
To: A1910.4 Unallocated Insurance	\$2,500.00	
From: A1910.4 Contingency		\$2,500.00
To: A1920.4 Municipal Assoc. Dues	\$ 50.00	
From: A1990.4 Contingency		\$ 50.00
To: A7145.41 Trail Merch	\$ 300.00	
From: A7145.1 Trails Personal		\$ 300.00

Seconded by Council Member Cooper



Adopted by a vote of 4 Ayes: Palcovic, DeLuca, Sturgess, Cooper

**RESOLUTION #2024-093 to contract with Mang Insurance for OCP, CAUT, CUMB & Renewal for PACK for both the Town and Golf Course** was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on September 11, 2024.

**WHEREAS**, Supervisor Palcovic met with Bill VanGorder of Mang Insurance a few weeks ago to review the town's insurance various insurance policies and

**WHEREAS**, the Supervisor supplied the board members with a one-page premium summary, now therefore be it

**RESOLVED**, that the Caroga Town Board does hereby move to enter into contract with Mang Insurance for OCP, CAUT, CUMB & Renewal for PACK for both the Town and Golf Course and do further **RESOLVE** that voucher # 339 in the amounts of \$5,798.00 and voucher # 340 in the amount of \$56,446.71 are hereby approved for payment.

Seconded by Council Member Sturgess

Adopted by a vote of 4 Ayes: Palcovic, DeLuca, Sturgess, Cooper

**RESOLUTION #2024-094 to set Trick or Treat in the Town of Caroga as October 31, from 6 – 8 pm** was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on September 11, 2024.

**WHEREAS**, annually the Wheelerville Union Free School and the Town communicate on setting trick or treat in the town of Caroga, now therefore be it

**RESOLVED**, that the School and the Town do hereby set Trick or Treat in the Town of Caroga on October 31, 2024 from 6 – 8 pm.

Seconded by Council Member Sturgess

Adopted by a vote of 4 Ayes: Palcovic, DeLuca, Sturgess, Cooper

**RESOLUTION #2024-095 to authorize the expenditure of the repair to truck #17** was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on September 11, 2024.

**WHEREAS**, the Highway Superintendent Larry Voght notified the board that truck # 17 needed extensive repairs to the motor, and

**WHEREAS**, H. L. Gage Box 5170 Albany, NY 12205 quoted a price of \$29,515.56, now therefore be it

**RESOLVED**, that the Caroga Town Board does hereby move to authorize the expenditure of the repair to truck #17.

Seconded by Council Member Cooper

Adopted by a vote of 4 Ayes: Palcovic, DeLuca, Sturgess, Cooper

Supervisor Palcovic made a motion to approve the minutes of the August 14th Town Board meeting. The motion was seconded by Council Member Sturgess. All board members were in favor of the motion. Palcovic, DeLuca, Sturgess, Cooper

Supervisor Palcovic made a motion to approve the bills as presented for audit with one change. The amount listed on four vouchers submitted for a clothing allowance for the divers is to be changed from \$375.00 each to \$300.00 each, per resolution 2022-091. All board members were in favor of the motion. Palcovic, DeLuca, Sturgess, Cooper.

At 7:44 pm Council Member Cooper made a motion to adjourn. The motion was seconded by Council Member Sturgess. All board members were in favor of the motion. Palcovic, DeLuca, Sturgess, Cooper.

General #'s 300-340 \$87,477.42

General Park #'s 80 - 86 \$5,359.55

Highway #'s 122- 144 \$86,624.60

Prepaid #'s 224 – 250 \$20,430.82

Submitted by Caroga Town Clerk

Linda Gilbert, RMC, CMC