

State of New York  
County of Fulton  
Town of Caroga

Minutes of the Regular monthly Caroga Town Board meeting held Wednesday June 11, 2008 at the municipal building located at 1840 State Highway #10 at 7:00 pm with the following persons in attendance by Roll Call:

Supervisor Kane - Here  
Councilman Ralph Palcovic - Here  
Councilman Robert Sprung - Here  
Council Member Valerie Scribner - Here  
Councilman Robert Sullivan - Here

Other town officials in attendance were Stephen Jennings – Golf Pro-Greenskeeper-Manager, Mike Heberer – Code Enforcement Officer, Joseph Insogna – Highway Superintendent, Lita Hillier Budget Director, Katherine Hillock – Assessor, and Desire Hines – Summer Youth Director. There were approximately 25 members of the public in attendance.

Supervisor Kane called the meeting to order at 7:00 pm. The flag salute was held.

There were no bids for the 1975 Paystar truck. Mr. Insogna stated that Dan Isabella would be up in the morning to haul scrap metal and the truck away.

**Department Reports:**

Highway – Mr. Insogna reported that he is working on ditching and replacing culvert pipes. Most of his big machinery has been repaired for winter. He will be looking for a new mechanic. He is looking to buy a used bucket for the loader. The one we have cannot be repaired. Mr. Insogna knows of people who are interested in the job opening. He noted that very little of the tools at the town barn belong to the town. It was suggested that the position be advertised. The person to be hired will be doing scheduled preventative maintenance, which has not been done in the past. At some point in time the board will discuss the salary and benefits. Mr. Insogna was asked to check what other towns are paying mechanics and what benefits are offered. Currently our mechanics are paid \$14.60 per hr. and driver \$14.19 per hr. A step program was suggested.

It was noted that there isn't room to work on the trucks in the barn during the winter. It was built for 3 vehicles. Mr. Insogna stated that he plans on using the pole barn to store salt. He will cut his use in ½ instead of 146 tons a year he plans to use 70. He will haul with the 10 wheeler from Longhorn. He plans to purchase sand from Simek, which will be delivered. This will save time and manpower. He stated that the Rockwood sand is not good. It is not a road sand. They will have a big pad and have built a berm and a ditch to drain the area into the culvert. The sand up north has to be moved by September to the new site. Sand will be dumped down by the Transfer station where the brush pile is now. He is working on permits with DEC for this. The proposed site is not near the creek. Mr. Insogna stated the area is used for a dumping ground now. He took 32 tires out of there last week. He would like to make Lane Road past the dump seasonal.

There is a letter in correspondence asking for a brush pile instead of using the dumpster. Mr. Insogna suggested having that area inside the fence at the transfer station to avoid illegal dumping.

Mr. Insogna was interested in having subs for the winter people who have CDL licenses. It is hard for the 6 guys to always be available. Two members of the board did not think benefits would be given to a part time substitute. This will be looked at during budget time.

### **PUBLIC**

Dona Goldman asked what was happening with cell service. Council Member Scribner is working on a Local Law. She is working on putting land out to proration for perspective locations.

Ms. Goldman asked if the town was going to test the lake this year? Mr. Heberer responded that when the next quarterly water test is done extra bottles will be picked up. The town will pay for the tests if the volunteers will collect the samples. It was asked how many samples would be taken. Mr. Heberer responded 2 bottles per lake - one deep water one shallow. The board discussed the previous Millipore tests, which were not right for the type of testing we were using them for.

Ms. Goldman asked about the notice in the newspaper regarding curbside garbage pickup. It was noted that the words garbage and trash were synonymous. She thought garbage meant strictly kitchen waste.

Mrs. Goldman informed the board that she went to the Wheelerville School and gave the lecture on Not Feeding the Ducks to the students.

*Code Enforcement & Sanitation* – Mr. Heberer submitted a written report, which shows he issued 44 building permits and 4 septic permits for the month. There are 11 property maintenance and junk vehicle letters out. Two tickets will be issued for non-response.

Councilman Sprung called Assoc. of Towns today he stated that it did not matter what was written in the ordinance for a minimum or maximum fine, it is up to the Judge and he can even dismiss the ticket.

Mrs. Goldman remembered the last question she had for the board. She wondered what the outcome was of a joint meeting of the Town Board and the Planning Board and the Town Attorney. Councilman Palcovic stated that it was a very productive meeting. The planning board is looking to make suggested changes to the Junk Ordinance Local Law. There were many rumors about the meeting. Mr. Van Skiver asked if there were changes regarding plow vehicles. Mr. Heberer responded nothing had changed from the current ordinance. Dealing with junk snowmobiles and boats were discussed at the meeting.

*Dog Control* – Mr. Dutcher gave a written report to the Town clerk, he had 6 calls for the month and responded to one dog bite on which the shots were current.

*Golf Course* – Mr. Jennings reported revenues of approximately \$100,000.00 for greens fees and memberships. There are 178 Members, this matches last year's total. He believes the greens fee play is down. Most tickets are for 9 holes only. The course is in good shape, however the greens are inconsistent. He purchased some wetting agent, as the water was not penetrating the soil, as

the water was so cold. Mr. Jennings asked the board if they wanted him to continue on with the log in book. Council Member Scribner stated that she wanted him to continue.

*BTI* – Candice Dean submitted a written report. June 20<sup>th</sup> will be the last day of treating. She will be posting notices in the community looking for anyone interested in participating in the BTI program next year.

*Weeds* – Mr. DeWeese gave the clerk a verbal report before he left for vacation. Frank Bohlander will be the contact person while he is away. The divers began on 6/2; the program is running smoothly so far. The harvester will be moved to W. Caroga on 8/4 – white buoys should be placed to identify milfoil sites. As of last week 20 baskets of weeds had been picked up.

*Youth - Desire* Hines reported to the board that she has hired one new staff person. Applications are coming in daily. She wanted to discuss an issue with fuel this year. She wanted to make sure with the increased cost that field trips would still be part of the program. If the school needed money this year she wanted to be able to use some of the funds in her A7310.4 account. She is anticipating holding back \$300.00 incase funds are needed for the trips.

*Clerk/Registrar* – The clerk noted that the 2008 Cornell Municipal Clerks Institute would be held July 20 – 24. The schooling was budgeted for.

**RESOLUTION for the Clerk to attend CMC training** **#2008 -046**

Offered by Councilman Sprung

Seconded by Councilman Sullivan

**WHEREAS**, the Caroga Town Board held its monthly Town Board meeting on June 11, 2008, and

**WHEREAS**, the Town Clerk Linda Gilbert attended the Cornell Municipal Clerk’s Institute last year on a scholarship and is interested in pursuing certification in this program, now therefore be it

**RESOLVED**, that the town board does hereby authorize funds from A1410.4 as budgeted for expenses incurred for said training.

Unanimous adopted

Assessor’s Report – Mrs. Hillock gave the board a copy of the Determination Sheet from the Board of Assessment Review from Grievance Day with 8 Grievances and 1 correction. She gave the board 7 pages of information on the Assessors viewpoint on the consolidation issues. There is a 105-page report out by the Commission on Local Government.

**Supervisor’s Report Correspondence**

Participate in Survey – Brad Dake, it was noted that the survey was completed. The board discussed joining the Adirondack Assoc. of Towns and Villages.

**RESOLUTION to Join Association**

**#2008-047**

Offered by Councilman Sprung

Seconded by Councilman Sullivan

**WHEREAS**, the Caroga Town Board held its monthly Town Board meeting on June 11, 2008, and

**WHEREAS**, the Town of Caroga has been in the past a member of the Adirondack Association of Towns and Villages, and

**WHEREAS**, the Board discussed becoming a member again, now therefore be it

**RESOLVED, that** the Caroga town Board does hereby move to join the Adirondack Association of Towns and Villages.

Unanimously adopted

Lita Hillier had several items to discuss with the board. Back in 1999 she purchased her computer, which is no longer of use to her. The Nick Stoner Seniors did not have a use for it. She asked permission to donate it to Caroga Museum for their use. Councilman Palcovic noted that a resolution has been made to dispose of unused equipment, which included donating it to non-profit organizations.

NBT Bank has a check reader to be able to do deposits from her office. She noted it would save mileage to the bank. Once the checks were recorded they could be destroyed. The machine cannot be used for cash obviously. The bank would give us the equipment for free, and would waive the monthly maintenance fee. There was a discussion on who transports town funds to the bank, which Councilman Palcovic asked to cease.

**RESOLUTION authorizing use of check reader machine**

**#2008-048**

Offered by Councilman Sullivan

Seconded by Councilman Palcovic

**WHEREAS**, the Caroga Town Board held its monthly Town Board meeting on June 11, 2008, and

**WHEREAS**, the Budget Director discussed with the Town board use of a check reader machine available through NBT Bank, which would be for free for the town to use to make direct deposits to the bank, now therefore be it

**RESOLVED**, that the Caroga Town Board does hereby move to move forward with setting up the onsite depositing of checks to NBT Bank from the Supervisors office with the new machine.

Unanimously adopted

Next Wednesday there will be a meeting with the new district person for AFLAC at 9:00 am. The highway department has been invited to participate in the meeting anyone else interested may attend or another meeting could be set up.

Sue Kiernan of Nathan Littauer asked for an 18 –Hole foursome of golf as a donation for their tournament. At first Mrs. Hillier told her no as she did not think this was something the town should get into- no knowing the town had done this in the past. She now believes it may be a good idea as the tournament is at the Nick Stoner Golf Course.

**RESOLUTION to donate certificate for golf** **#2008-049**

Offered by Councilman Palcovic

Seconded by Council Member Scribner

**WHEREAS**, the Caroga Town Board held its monthly Town Board meeting on June 11, 2008, and

**WHEREAS**, Mrs. Hillier discussed with the board Nathan Littauer Hospital’s request for a donation of a gift certificate for four people to play 18-holes at the Nick Stoner Municipal Golf Course, and

**WHEREAS**, Councilman Palcovic thinks this is a promotional opportunity for the golf course, now therefore be it

**RESOLVED**, that the Caroga Town Board does hereby move to donate a foursome pass to the Nick Stoner Golf Course to the Nathan Littauer Hospital for their upcoming tournament.

Unanimously adopted

Mrs. Hiller stated that the town used to have a credit card in the past. The company wanted each department head to have it’s own card which “was not a good thing.” The card(s) has been destroyed. At this time she noted there is a need for a credit card. There are certain places that only take credit card payments. Department heads are also shopping on line to get the best price, and a card is necessary. Since the Supervisor is the chief financial officer she would like to see the card in his hands and suggested that it be locked up, and not be taken off premises. Approval will be given by the Supervisor for use. NBT Bank was contacted.

**RESOLUTION to obtain a credit card** **#2008-050**

Offered by Council Member Scribner

Seconded by Councilman Sprung

**WHEREAS**, the Caroga Town Board held its monthly Town Board meeting on June 11, 2008, and

**WHEREAS**, Mrs. Hillier Budget Director discussed with the board the need to have a credit card for town use, and

**WHEREAS**, it is sometime more economical to purchase items online for use in the municipality, now therefore be it

**RESOLVED**, that the Caroga Town Board does hereby move to obtain a credit card, for which use shall be authorized and determined by the Town Supervisor. Said card shall remain securely on town premises.

Unanimously adopted

Mrs. Hillier gave the board information on the janitorial staff budgeted line item. As of the Friday payroll there will be \$2999.10 left in the budget. That comes out to 273 hours or 9 hours a week. She thought there was a resolution stating how many hours (16 – 18 per week) he was supposed to work. We are going to go over budget because he is doing extra work this year. There was a question whether he was supposed to come in on Saturdays. Mr. Springstead can plan what hours he needs to work. It was noted that the clinic needs to be cleaned regularly. Councilman Palcovic stated that he would discuss this with Mr. Springstead.

The board discussed the Medicaid payments made to retirees and the amount it costs the town each year. This will be discussed with the town attorney.

The Board members were given a copy of a letter from the Nature Conservancy regarding parcel 52.-1-14 located in the Town of Caroga, which they purchased from Finch Pruyn & company. They would prefer that the easement be held by New York State. Dirk Bryant can be reached at 576-2082 for more information.

### **Committee Reports**

Salt & Sand – skipped

Park Creation - Council Member Scribner and Councilman Sprung, had not been in contact with Mr. Stock who was awarded the project. The Town Clerk did send out a letter to him notifying him that he was awarded the bid and letters were sent thanking the other bidders.

Cell Service –Council Member Scribner is working on a petition to show interest and support. She asked for volunteers to carry the petitions.

DEC Landfill monitoring – Councilman Palcovic reported that second quarter test sampling was completed. It was decided to have Jim Skiera resume the testing. He did it for the town several years ago. He is negotiating with the state for a reduction in frequency based on previous data that he collected in the past. There was a lapse of time when sampling was not done. We hope to recover from that.

### **Correspondence:**

- 1) Adir. North Country Assoc. Common Ground Alliance – Forum July 16<sup>th</sup>.
- 2) Assoc. of Towns Summer Schools for Planning & Zoning Board members July & August.
- 3) Fulton Co. Hazardous Waste Drop off August 9, 7 – noon.

- 4) APA major project public notice – National Grid to install 3,519 ft new line along 29A 16 new poles.
- 5) NYS Dept of Health – water system field report – no violations from the 5-20-08 visit.
- 6) 2007 Fulton Co. Public Health Dept. Annual Report.
- 7) Letter from Dave Raiello - asking the town to create a yard waste disposal area. The board was in favor of a pile behind the gate.

Highway Superintendent Insogna asked if the town received any money back from the appliances that residents pay to drop off. He did not believe people should have to pay. It was noted that the town purchased the recycling roll off. It was acknowledged that Fulton County is making a profit from Caroga’s recycling. Councilman Palcovic noted that the county has many man-hours involved in running that department.

- 8) Pine Lake Lodge applying for liquor License – certified mail.

Mrs. Hillier noted that the Fulton County Planning Board has asked for the town to respond by July 14<sup>th</sup> if the Town would like to continue receiving services per the annual contract. The clerk will call to get another copy of the necessary paperwork.

Mrs. Hillier stated that the resolution for the credit card should state a limit. Councilman Sullivan asked what the limit was that a department head could spend. Each is different she responded, the highway superintendent is \$1,500.00. There are budget line item limits. She suggested a limit of \$3000.00 for the credit card.

***A motion was made by Councilman Sprung and seconded by Councilman Palcovic to rescind resolution #2008-000.***

**RESOLUTION to obtain a credit card #2008-051**

Offered by Councilman Sullivan Seconded by Council Member Scribner

**WHEREAS**, the Caroga Town Board held its monthly Town Board meeting on June 11, 2008, and

**WHEREAS**, Mrs. Hillier Budget Director discussed with the board the need to have a credit card for town use, and

**WHEREAS**, it is sometime more economical to purchase items online for use in the municipality, now therefore be it

**RESOLVED**, that the Caroga Town Board does hereby move to obtain a credit card, with a limit of \$3,000.00, for which use shall be authorized and determined by the Town Supervisor. Said card shall remain securely on town premises.

**Unanimously adopted**

Mr. Welker explained the need to Amend Local Law #2 –2006 for an Alternate Member to ZBA. The Local Law was made parallel to the Planning Boards. The Planning Board has work

sessions, whereas the Zoning Board has hearings. It is the desire of the Zoning Board to have the alternate fill a vacancy because of an absence, as to have a full board -not just to create/maintain a quorum. Councilman Sprung noted that a public hearing was necessary.

Supervisor Kane announced Local Government Day is June 20, 2008. Wheelerville School 3<sup>rd</sup> grade class will visit town hall that morning.

**RESOLUTION to authorize Nick Stoner Seniors to spend funds for a trip #2008-052**

Offered by Council Member Scribner

Seconded by Councilman Sprung

**WHEREAS**, the Caroga Town Board held its regular monthly meeting on Wednesday June 11, 2008, and

**WHEREAS**, the Nick Stoner Seniors would like to take a trip to Newburgh on July 15, 2008 via Brown Coach PO Box 653 Fonda NY 12068 and have asked the board to spend funds in the amount of \$960.00 (includes a deposit of \$50.00) from account #A6772.4, now therefore be it

**RESOLVED**, that the Caroga Town Board does hereby authorize the spending for the trip.

Unanimously adopted

Councilman Sprung made a motion to pay the bills as presented for audit, accept the minutes of the May 2<sup>nd</sup> work session and May 14 town board meeting, and May 21 work session. Councilman Palcovic seconded the motion. Unanimously carried.

Mr. Sullivan gave a building and grounds report. He has contacted Jeff Bouchard and dismantling the old building was discussed in three phases. The Town Board may possibly do phase one, after the asbestos abatement. He asked where we were on that. Councilman Palcovic noted that the town can't finance it. The whole package has to come together. It was stated that Mr. Heberer has been receiving a lot of communications from CT Male.

Mrs. Hillier stated "I ran some figures the other day in the budget and I believe we can come up with about 140 for now." "The rest is going to have be either bonded, band or whatever you do in the future for anything else. We originally had... I think we have a CD right now that was never really reserved, reserved legally for anything." That's \$25,000.00 which when running her projections every year at budget time she takes that money out of the fund balance. "I don't even say we have that." There is an encumbrance she has been carrying forward for about \$50,000.00. She did a calculation for the 2007 fund balance and the annual report first is what we have now, "I believe comfortably we can come up with \$140,000.00 for all that we have set aside. We have another \$25,000.00 in one our line items for building project, and \$40,000.00 of the fund balance."

The Board asked if her figures include the grant from Senator Farley? Councilman Palcovic will call on the grant money. He sent the paperwork in to get the money in the transitional period between supervisors.

The board discussed having a work session, as Mr. Heberer needs questions answered. He suggested having the building and grounds committee meet with the Supervisor. A phase one cost analysis can't be completed until the questions are answered. There are 12 emails to go through.

The phase one teardown can be done ourselves, Councilman Palcovic stated, as there is no asbestos in that area. Mike Voght who serves on the Planning Board also works for the Dept. of Solid Waste. He can evaluate the project. It was noted that the asbestos has been identified in the engineering study. The area to be demo is the add on (30 ft) in the back where the wall is collapsed in. Mr. Bouchard was sent the report.

Mr. Heberer stated "The threshold has increased for setting prime rates to a half million dollars. So if the demolition for phase one is going to come under that he doesn't believe that, that is going to have to be set at a prime rate. That is like union rate prevailing wage." " Our guys could probably do it without having to put it out to bid." " We have to clarify what we want done for phase one so they can come up with a figure and give us an answer if it has to go out to bid."

Questions from Matthew Mason of CT Male.

Is there a tank in the walkway coming into the building – between the brick building and the wooden building? Mr. Heberer can't find anything in the plans for the building. When the addition was put on in the 80's they spotted an underground tank, which was not labeled. We don't know if it was filled with sand. We are going to go forward thinking we are going to have to do remediation. The board has to all agree on this so a price can be set to remediate. Mr. Rob Miller may know the answer to this question or School Board minutes could be researched. They may come within 20 ft of the tank when removing the old wooden structure. This is a cost that has to be figured into the project. There is also an unused septic tank on one of the plans. It was noted that it will depend on the type of tank found whether or not it can be crushed and used for fill if concrete.

What kind of fuel (if fuel) was used 2, 4, or 6? Mr. Heberer responded assume it is the worse then we have no surprises. # 6 fuel was the answer concluded.

June 6 3:46 pm email. HVAC work - Adirondack Mechanical will handle this it was decided, also the plumbing. Supervisor Kane stated that this might need to be bid unless it is under a certain figure. The board was in favor of making this a single package.

June 9 12:00 pm email- phase 2 the utility building, utility relocations, and white building demo were grouped altogether. The threshold for separate primes has recently been raised to \$500K. There may not be a requirement for a separate prime for that. Does the board want to do these steps all together? Mr. Mason is a project engineer previously the board communicated with Mr. Shaver a design engineer. That is why there is confusion. These three things have to be done at once.

June 11 10:29 email - Tank Closure this is the same question again. The tank being used today for the oil furnace has to be pumped out and remediated. Councilman Palcovic noted that there is a timeframe withstanding on that. It will be cut and capped - 90 days from the day it is declared out of service. There are currently 11 inches in the 10,000 gal tank. It will be moved to highway. The town will arrange movement.

June 11 10:35 am email - Mr. Mason requests a meeting with the Town Board. Monday May 7 at 7 pm was discussed.

June 11 11:10 am email – there were six questions. The board decided the town could serve as the general contractor on infill and seeding of grass at demolished site. Councilman Sprung asked if there was going to be a cellar under a new building. There was not. The parking lot area is not going to change. Additional questions can be discussed at the next meeting. Mr. Heberer will continue to make copies of the emails for the board and distribute them. He is the central point of contact.

Council Member Scribner asked to schedule another adopt a highway cleanup day as the other was rained out. Tuesday July 15<sup>th</sup> between 3:30 and 4 pm.

The new poster from the Fulton County Chamber of commerce was displayed. The photo was taken in Caroga Lake.

At 8:25 pm Councilman Sullivan made a motion to adjourn, Councilman Sprung seconded the motion. All board members were in favor of the motion.

Respectfully Submitted,

Linda M. Gilbert – RMC  
Town Clerk