

State of New York  
County of Fulton  
Town of Caroga

Minutes of a Caroga Town Board work session held Tuesday May 19, 2009  
at the municipal building located at 1840 State Highway #10 at 7:00 pm with the following  
persons in attendance by Roll Call:

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

Town official in attendance was Mike Heberer – Code Enforcement Officer. There was one  
member of the public in attendance. The meeting commenced following the pledge.

Supervisor Selmsler announced the purpose of the work session was to go over the specification  
of the utility building and maybe make some changes vs. what C.T. Male gave the town on the  
original specifications. Mr. Heberer was thanked for reading over the entire document.

Mr. Heberer reviewed the document with the board. The specs contain 5 pages describing the  
method to do compaction, which contractors should already know. He noted we would use item  
# 4 – sub base and crushed stone #2. “They had a lot of extras in here that they were going to do.  
That they were calling for that is needless.” Mr. Heberer stated it could be shrunk down to “the  
soil preparation needs to be back filled with an item # 4 and ten inch lifts compacted ten feet  
away from where the foundation wall is going to be.” Mr. Heberer noted as you look at the  
document the board could see the choices CT Male made on siding would cost the town double  
what anything else would. He recommended stating the normal compaction rates that are stated  
in the codebook instead of what they are calling for.

Councilman Palcovic asked if we had the document electronically? We do not. To recreate it is  
beyond the scope of Mr. Heberer’s job. What the board is reviewing tonight is just the building  
part of it and the foundation. There are other parts that have to do with water service. CT Male  
quoted using copper for the water service – that would triple the cost. Plastic could be used.

Cast in place concrete – there are two ways to go with this. Either concrete forms, they did not  
quote the type with foam on both sides and concrete in the middle, or block. There was no  
option to the poured concrete walls. Some of the other ways are cheaper. The least expensive is  
block and it has longevity if it is taken care of the right way when it is put in. Specification will  
say option one, two, and three. All must be treated with some kind of tar or ice and water. Mr.  
Heberer stated a bituminous material is not needed because it is going to be a frost wall to a slab  
on grade. Most contractors with forms use someone to spray after the forms come off. After it  
sits for 24 hours then it can be backfilled. The block option was removed. The depth will have  
to be four feet to the bottom of the footing. CT Male was concerned with the building being on a  
slab. Mr. Heberer asked if the board also wanted the option to have a slab. They did. There is a

base that is tamped and rolled, it will have rebar in it and wire mesh. It will be 4000 lb concrete. Under a slab there is a choice either go down three feet and in one or just go straight four feet down along the slab with a two inch ridged insulation, which is what Mr. Heberer recommends. There was a section on the specs on how they were going to stack and pile plywood.

Mr. Heberer said the document would be typed for the boards' review before it goes out to bid. Council Member Scribner asked if the document was available to us online. CT Male will give it to us at a cost.

There is a whole section on trusses. Mr. Heberer revised the section to read trusses that meet snow load.

Mr. Heberer noted that there are a lot of things in the CT Male specs, which require an architect (paid by the hour) to be onsite for approval on the job. The town would have been charged and additional charge of around \$300,000.00 more to have someone on site doing inspections that we don't need an architect to do.

Building insulation is four pages long. They only allow three different companies to supply it. DiversiFoam, Dow Chemical, and Owens Corning. There are other fiberglass companies out there that are acceptable. We only have to say it must meet NYS Energy Code.

Asphalt Shingles – 8 pages and a witness form from the company for the 30-year shingles. We can just say a 30-year architectural shingle installed as per code. Which means ice and water on the eaves and 30 lb felt from there on up.

Fiber Cement Siding – in checking the prices the town could go with a clear pine or a clear cedar. Even cedar is cheaper than the fiber cement siding. It was put in because of the golf balls. Mr. Heberer thinks we can just repaint the pine or cedar. The concrete will crack after so many years of hits anyway. Paint will chip so stain was recommended. There is another section on painting. Vinyl siding does not hold up to the golf balls. Council Member Scribner said a net could be put up, cedar trees or pricker bushes were also suggested.

Gutters and downspouts were in the specs. The board did not think they were necessary.

Steel Doors - Mr. Heberer said only one steel door into this was needed. The door needs to be fire rated.

Fiberglass Composite windows – put in the specs because of the golf balls. Mr. Heberer wondered why metal screens couldn't be put on the windows. There are 5 –6 awning windows across the top – 48 x 30. They are for light and ventilation. He will check on the number needed. Mr. Heberer suggested tempered glass and then put wire mesh for protection.

Finish Hardware – The CT Male specs state color and size. It can be whatever is standard.

The document should say there shall be 5/8 type X fire rated sheetrock throughout, because we may eventually attach it to a building. Councilman Sprung questioned the 5/8. Mr. Heberer responded, that only the attached wall needs to have the one-inch.

Painting – Mr. Heberer recommended that only the exposed surfaces need to be painted inside and out. Surface preparation is priming and finish coat. The outside would be stained.

This concluded the building part of it.

Electrical – Mr. Heberer will have Jimmy Senzio look at this section. He had already given the town a quote on it. Then after he looked at the specs the price went up \$20,000.00. Between wiring with aluminum vs. copper service wire – they can go up one size and use an aluminum wire the price difference is almost double per linear foot. CT Male put in the spec it had to be copper. The conduits size is addressed in the foundation specs.

This will get the shell up. Then we need to have the electric put in and plumbing. That would include disconnecting the water in the basement and moving it and the heat, and phone, to the utility shed. The phone company already said all they need is a piece of plywood on the wall.

Council Member Scribner asked how we would know if we were within the budget if we don't know how much each segment is going to cost us before we start. Mr. Heberer said the bids would go out in sections. First the building part, then the water and electrical. Once everything comes back then we will know what the total price is. She asked what if the prices come in too high? Based on some prior information – the electrical bid was \$7,500.00. Other companies who bid the building sub contracted the electrical section out to Mr. Senzio. Because of the way the specs were written the lowest one came in at \$23,000.00. Some of that was the time factor and the other was the material.

Time is not on our side Councilman Palcovic stated. The cross contamination issues are going to continue to grow and that has to go away. If there is a catastrophic failure of that structure “we are out of business.”

Mr. Heberer estimated that if we go with a frost wall, slab on grade type foundation then this building would probably come in low end around high 30's and high end mid 50's for the shell. Former Supervisor Kane was thinking about 50 – 75. Depending on where we fall into the water, heating and electrical are added in. That will put us in the 50 – 70 range. The board wants to talk to Adirondack Mechanical again about heating options. Councilman Sprung noted the amount of money that would be saved with an updated heating system. With two side-by-side 150,000 BTU units the town would save a ton of money. Councilman Sullivan thought it might pay for itself within five years.

The board briefly discussed the Herms situation.

Mr. Heberer has a draft letter ready so that if and when the court says they reject the review of it, the time frame will commence. It will give him 60 days to get his permit and six months to get the building down. The court made him get a bond. On each appeal the clock starts over.

Councilman Sprung asked if Mr. Heberer was keeping track of his time on this project. The board thought this was above and beyond. After the document is marked up someone needs to type it. Supervisor Selmsler suggested scanning some of it. By doing this in house we will save lots of money. Mr. Heberer may also be the clerk of the works.

Mr. Heberer noted that 7 tickets were issued last week. Three more are going out tomorrow. Councilman Sullivan wanted to see them. A copy was given to the Supervisor the next day. It looked like to him that 4 – 5 of them were repeat offenders from March.  $\frac{3}{4}$  of the tickets were for junk vehicles the rest was for property maintenance. They will go to court on June 17<sup>th</sup>. It was noted that the health inspector is going to check a house on Garlock Road. The nursing service is already in there; the case should possibly be turned over to adult protective. People the board may hear from are, Waddle, Zeitler, and Knapp. The board wants to read off the names of those getting tickets at the board meetings. Mr. Heberer will make that information part of his report. Mr. Heberer cannot do anything with a situation on London Bridge Road. One party has a stay against another party and he cannot go on his own property.

Highway – Purchase Orders. Supervisor Selmsler spoke to Mr. Insogna briefly. There is an option in the Microsoft program to print different styles of P O's. The procurement policy needs to be examined to see what the attorney recommended. Presently it is set up for \$1,500.00. This may be backed down to \$1,000.00; anything over and above has to have a purchase order signed by the Supervisor. Councilman Sprung wanted it written that if there is a violation – the bill will not be paid and the highway superintendent will be responsible for it. The other issue is the quantity being purchased and the purchase being made from out of state vendors. The Town board may want to have a preferred vendor in New York State. State contract bids were also suggested. The board was not in favor of purchasing shovels from California. Local vendors like Sowles, Ace, S & J, or Falsco carry items the town is purchasing out of state. Councilman Palcovic didn't think we needed to change our policy. He thinks if the board puts it in a memo or advisory what they want the Highway Superintendent to do as far as purchasing. . . . . This would be a town policy whereby we would have a good financial procedure to follow. It is to save money for the town. Mr. Insogna has to be notified. The vendors have to be notified also or stop all purchases until a vendor list is developed. Councilman Palcovic stated there is a list of NYS Vendors on the Internet at the Office of General Services. If the Highway Dept. needs a computer – Councilman Sullivan thought the board should be prepared to get one. Supervisor Selmsler will talk to Mark Yost at the County for a list of local vendors. The number of shovels purchased in a year was asked.

The Board thought all town property should be labeled. Supervisor Selmsler will be looking into inventory of town materials. The county has a policy for anything over a \$100.00 value - has a bar code on it.

Councilman Palcovic noted the terrible condition of East Shore Road. He said it was dangerous for people to walk across.

(Someone came in to vote for school election)

Councilman Palcovic brought in information from the Town of Milton it is a model policy for personnel. Mr. Heberer also has a handbook available for comparison. This one page could be the start of a policy book. Councilman Sprung wanted the policy to address use of vehicles and equipment that were town owned.

Supervisor Selmsler said the town attorney would be at the next meeting.

The supervisor had a conversation with the supervisor of Long Lake about the stewardship. They have at least one steward maybe two. They are considered town employees. The town funds part of the lake program – the fun part of it. The town is responsible for workers compensation, and unemployment. Long Lake is supposed to email “all the documents he has in force presently.” All of the lake expenses are passed back to the lake association. Several board members were not in favor of this. Councilman Palcovic thought if the town had an environmental enforcement officer who did everything from littering, to safety advisories they would fit in but we don’t have that position. Canada Lake Protection Association would pay all the costs but Supervisor Selmsler did not think they realized what all of the costs could be for benefits. The board was not in favor of paying benefits and the budget is too tight. Supervisor Selmsler will email back that he has concerns. They are welcome to attend the next board meeting to discuss this. Councilman Palcovic might be in favor if the state reimburses this program. Council Member Scribner noted the need to keep good track of the lakes but she did not know how far the town could go on this issue. The new flea problem on the Sacandaga was noted.

The town has had a correspondence from Time Warner. The Contract/Agreement has a ten-year time frame with a five-year extension and the agreement ends in June 10<sup>th</sup>. If the town wants to add or subtract something it needs to be negotiated. Some of the board members wanted Time Warner to give the town free roadrunner. Councilman Sprung noted 10 years ago the board was against the surcharge back to the residents. It was noted that as little as \$0.50 could be added to each bill. Basic cable is given to the town, firehouse, and school free of charge. A meeting will be scheduled with the representative of Time Warner. The Town Attorney will be asked to look at the contract. The contract states that there is a five-year extension “we can continue as is unless we add or subtract something to the present contract.” Council Member Scribner wanted to expand into some of the areas cable was not run 10 years ago. Councilman Palcovic noted that there is a standard of so many people per mile. Beech Ridge Road does not fully have cable.

Councilman Palcovic made a motion to adjourn at 8:05 pm Councilman Sprung seconded the motion. All members were in favor.

Respectfully Submitted,

Linda M. Gilbert – RMC  
Town Clerk