

State of New York  
County of Fulton  
Town of Caroga

Minutes of the Caroga Town Board meeting held Wednesday April 10, 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

Also in attendance were Jeremy Manning – Bike Trail Manager, John Byrnes – Zoning Board of Appeals Member, John Livingston – Board of Assessment Review Member, Steve Stedman – Greens Keeper, Mike Kunath – BTI, Walter (Jim) Hogan – Weed Harvesting Coordinator, and Dave Cummings – Golf Course Manager. There were five members of the public in attendance. Zack Vosburgh facilitated the zoom portion of the meeting. There were 14 people online using zoom.

**Department Reports:**

***Wheelerville Bike Trail*** – Jeremy Manning didn't have much to report. The trails are still closed, they are extremely wet. He noted this year it will take longer to get them opened up than previous years. Last year they experimented with an idea that other trails do. They left the leaves on the trails all winter. In years past they have blown them all off in the fall. The other trails leave the leaves on to allow for more protection in the spring time against erosion. Last year a four-inch rain storm in April wiped out a lot of the features and that took a lot more time to get the trails cleaned up. The trails are too soft to walk right now. There are limbs down. It will be another month easily.

Next week on the 15<sup>th</sup> Mr. Manning will be attending a conference in Long Lake. It is organized by the Northern Forest Alliance which is group of mountain bike trail networks in the Adirondacks. They get together once a year to discuss how to help each other out, and how to support and promote trail riding in the Adirondacks and throughout the northeast.

Mr. Manning is still waiting for word on the Smart Growth Grant that he applied for.

**BTI** – Mike Kunath reported that they are finding a lot of larvae. Last year was reported to be the worst for black flies in the Adirondacks in a long time. His team has been out (even through the weather swings) treating 120 streams so far. 25 gallons of BTI have left the building. They are on top of it.

***Sole Assessor*** – Leigh Anne Loucks submitted a written report. Supervisor Palcovic read that she is attending two continuing education classes 4/12 and 4/26. She has contacted the Town

Attorney for legal clarification in regards to questions on Grievance Day. It was noted that the county is not allowing assessors to attend the BAR class. The assessor is completing the input of inventory updates for the 2024 Tentative Roll. She is reviewing the short-term rental sites weekly to keep the list updated and updating them in RPS. She is reviewing and updating inventory and valuations. Fulton county It came out to update the Citrix server on the computers. The Assessor has requested Eagleview access from the County. Sales are being entered. Documents are being picked up from the county every two to three weeks. Files are being updated to have the most current STAR information.

***Town Clerk/Tax Collector/Registrar/RMO*** – the Town Clerk monthly report was given to the board members. The 2024 Tax Collection books are being prepared to be returned to the county. The Tax collection books are ready for the board to audit.

The clerk noted on the form to get a transfer station permit in states that refuse from a Short-Term Rental cannot be taken to the transfer station. The clerk asks applicants if their property is a short-term rental – so far everyone has responded no. The clerk asked the board what is the policy if someone answers yes? Supervisor Palcovic stated that is the county policy, it is considered commercial waste, it can not be put in our transfer station. It would need to go to the county landfill. Council Member DeLuca did not have a good answer for the clerk. This is an issue with everyone in the county. Several board members noted that this is a living document.

***Code Enforcement & Sanitation*** – Anthony Fancher submitted a report. He issued 9 permits for a valuation of \$123,500.00 – a total of \$1,450.00 in fees were collected. Mr. Fancher conducted 18 inspections on open permits. Letters were sent out for expiring permits and he continues to close expired permits. He is reviewing plans for 4 new homes and 2 full renovations of existing homes.

Mr. Fancher received a 50% response on letters he sent out for junk. He will continue to work on contacting the ones that did not respond. Supervisor Palcovic stated he is actively working on remediation. Mr. Fancher communicates with the supervisor regularly on junk cars and structural issues. The supervisor stated it is a slow process. Eventually if there is noncompliance it will end up on the judge's desk. The Annual state report was completed and submitted.

***Dog Control*** – No report

***Golf Course*** – Steve Stedman reported that he had one employee return to work this week. They are cleaning up the golf course. Next, he will begin working on the irrigation system since there are projects for new sod on the course. He will need water. He is doing the final prep work on #10 then it will be ready for sod. The sod company only needs 24 hours' notice before we need it. Two more employees will start work on Monday, the fourth employee will be here on the 28<sup>th</sup>. Mr. Stedman would like to open the course to walkers on Monday the 15<sup>th</sup> and perhaps on the 22<sup>nd</sup> for carts.

Mr. Cummings has been in communications with NYS DOT to lower Route 10 speed zone to 30 mph. A letter was sent last year about them reviewing the area again. The zone would be from the Wheelerville sign to Kasson Drive. He listed the clinic, the summer recreation program, and the three places where golfers both walkers and those in carts cross Route 10/29A. Mr.

Cummings spoke to Mr. Yost from the county. He recommended filling out the TE 9 c form to request the speed reduction. The board would also need to make a resolution. Research was done on the number of speeding tickets in the past 10 years. There have been 609 speeding citations in the Town of Caroga. Signs with flashing lights were also recommended. They cost \$2,500.00 per unit. It was not in his budget. Additional warning signs may be posted after the Department of Transportation comes up to visit.

Mr. Cummings submitted monthly report #3 w/e 3/31/24.

**Highway** – Supervisor Palcovic read a report from Mr. Voght. Today annual OSHA training was held. There has been a discussion and a request to purchase a diagnostic system to fix our own trucks to a greater degree. All roads have been posted for a five-ton limit. Any damage by overweight trucks and the property owner will be liable for the cost to repair the road. The highway crew will start sweeping the roads and fixing potholes.

A letter did go out to a property owner for damage that occurred during a construction project.

A resolution is needed to send highway employees for additional training. The cost will be \$125.00 per person. The supervisor suggested sending the new janitor to this training also.

**Lakes Management Program** – Walter (Jim) Hogan reported that the application of ProcellaCOR is scheduled for the week of June 3<sup>rd</sup>. The Department of Environmental Conservation (DEC) has approved this. We are still waiting for Adirondack Park Association (APA) approval. This should be done at their May 9<sup>th</sup> meeting. When DEC & APA reviewed the application Mr. Hogan had indicated the channel and the area going to the outlet as two separate areas. Both agencies consider them to be continuous and should be concluded as one unit. This allows the town to now do a third area the campsite. The area is loaded with milfoil. Mr. Hogan stated there may only be 5 – 6 divers this year, he is budgeted for 8. His salary is included in the grant so the extra salary dollars can go into the invasive species budget to cover the expense to do the campsite. One expense he did not anticipate was in August an independent survey has to be done. He thought of hiring Ezra Schwartzberg to do the follow up after ProcellaCOR. He thought the money would come out of his budget plus the grant money.

The harvester will be set up and ready to go. He hopes to have it put together before Memorial Day.

Council Member Glenn asked Mr. Hogan about the AIS Federal Grant. Mr. Hogan has not gotten into it much yet. We still have to get our application into the new state system for grants before we can apply. He is reading about it. Several people will assist with this. Mr. Harazin thought it would take about 100 hours to submit for this grant. Council Member Glenn noted the board had talked about hiring a grant writer. Supervisor Palcovic does have a couple of names and has a couple of inquiries. One is not taking on any new projects. Supervisor Palcovic has had a discussion with Jeremy Manning about possibly writing grants. The Supervisor noted there have been complications with the new FSS System.

At 6:54 pm technical difficulties are seen with zoom. The facilitator rebooted the computer.

Council Member Sturgess asked if Mr. Hogan is talking about taking money out of the weed harvesting program for the pilot program. Council Member Sturgess stated he was not authorized to do that right now. The only money to be spent on the pilot program is the \$50,000.00 we got the grant for. Mr. Hogan replied he understood that. He was hoping to work with the board to find out if money in the budget can be used for additional ProcellaCOR application. Now is the time to do it. His salary is in the grant so the salary line item in the budget should be able to be used toward ProcellaCOR if the board so chooses. Council Member Sturgess asked Mr. Hogan to come back to the board with numbers on how much it will cost to expand the area of the pilot program. Mr. Hogan will get the costs. The one cost he was not aware of was the follow up survey in August. It was a surprise. Council Member Sturgess was confused. He thought if Mr. Hogan's salary was covered in the grant the board would have backed it out of the budget. Council Member Sturgess noted we have to show the expense. He did not believe the salary was in the budget twice. The two diver salaries may be extra this year. Supervisor Palcovic stated a transfer from the salary line items could be done at the time of need.

At the meeting Supervisor Palcovic goes to about the park everyone is looking toward the Supervisor in Lake Luzerne to see how ProcellaCOR works for them. They are looking at Caroga to see if we have another success story. Milfoil is a serious problem. Mr. Hogan is hoping there is enough money in the budget to do the campsite area this year.

**Town Hall Building** – Council Member Cooper is doing research for the best treatment on the town hall front door. He did not think painting it was the best answer. The door is expensive and needs the proper treatments to preserve it. The thermostats will be looked at.

Supervisor Palcovic noted Mr. Baker the custodian has done a great job cleaning up years of accumulation. The dumpster is ½ to ¾ full of garbage. There is a huge scrap metal pile. The highway superintendent will take it away soon. Supervisor Palcovic stated that we will sell to the public 7 or 8 cast iron radiator which may have a value more than metal scrap. They will go out for public sale. Old computers will be disposed of.

**CTC** (former PLRT)– Council Member DeLuca did not have a report.

**Short Term Rental Committee** – Council Member DeLuca noted that she met with Mr. Fancher about the law and application process. The Town clerk received notice from the Department of State that the law was filed on March 27, 2024. There have been a lot of questions about septic systems on social media and at our meetings. Council Member DeLuca stated if the septic system is on file with the code officer and he has the documentation on size then nothing else has to be done. If there is nothing on file with the code officer then the Short-Term Rental (STR) will need to have a septic inspection. If there is a holding tank most that are being installed have a visual and audio alarm. Council Member DeLuca noted STR's tend to use a lot more water. One person she knows monitors usage. He notices a 50 – 75 % increase in water and sewage usage when his property is used for STR and he is not in residence.

The permit will be available shortly. The permit will need to be filled out. The inspection will need to be filled out. (like a check list) So everyone knows what the code officer is looking for.

The permit cost is \$200.00 and \$50.00 for the inspection. If a permit is denied the applicant will be given adequate time to remedy the violation based on the severity. There is a complaint form for the code office on the town website. If anyone has a complaint about a STR the forms are there.

The application, and information on STR's will be on the town website. There is also a Facebook page called Caroga Renters (?) information will also be placed there. The code officer is optimistic that we will be able to enforce this law by July 1<sup>st</sup>. This is a tentative date. The code officer needs to get his software updated so it will print out the permits, and do all of the record keeping for STR's. The clerk asked if the forms would be in triplicate so the applicant had a record. The clerk stated county printing can make those forms. Supervisor Palcovic thought having a carbonless duplicate had been discussed previously. Council Member DeLuca didn't know about this but it can be talked about. No decision has been made about the placard to be posted at the STR property. Posting this in the window won't work because the renters will need certain information on the application. A final plan has not been set as yet.

### **Supervisor's Report:**

\*\*Public Comments and Questions – no one present in the meeting room addressed the board this evening. There were no speakers from Zoom either. The system was tested by having people wave/raise their hand. Bonnie said Hi.

The clerk stated there will be a static address for zoom next month. The same meeting ID and passcode will be for all of the scheduled meetings for the rest of the year.

Doug Purcell did comment about when the meeting first started, he heard a discussion about how the town will handle people that ask for a round of golf for a raffle item. A reference was made back to the discussion that was held during the 2023 budget session. There was a concern about the town supporting organizations and giving things away. At the time it was discussed he sent an email to the board that highlighted while it (municipal law) does say that, when you are doing it for a not for profit you are not giving it to an individual that will benefit from it. The people who put in for raffles are actually paying for an opportunity to win the item. He hoped the board will give consideration to that since he, as the President of the Caroga Museum, will be asking the board to give the museum a round of golf for their annual craft fair. He was thanked for his input. Council Member DeLuca thanked Mr. Purcell for the clarification.

### **Old Business:**

Council Member Cooper noted there is a requirement for the Highway Superintendent to provide the board with a 284 Highway form. It is used to prioritize and use the Consolidated Local Street and Highway Improvement Program (CHIPS). The preliminary form was submitted with blank information. Council Member Cooper stated he needed to do some research on how the form is filled out. He also stated the form has to be posted in both the Clerk's and highway Superintendent's office. Once it is complete the board members need to vote on it and sign the agreement. Council Member Sturgess stated this is supposed to be submitted in January. Council Member Sturgess stated we don't know what the CHIPS funding is for a little while. Council Member Cooper stated you can't spend any CHIPS money prior to having the form. Council Member Cooper stated it is supposed to be submitted at the first meeting of the year.

Council Member Sturgess explained that the board was being asked for numerous donations, from the Golf Course, for benefits and events and it got to be too much. So, a policy was drawn up. He explained if an entity is having an event with at least 80 players the town would give them two rounds of golf and a cart. If someone is having a benefit the town would authorize the club house manager could give away 10 per year. This would be for people not having a tournament at the Nick Stoner Golf course. Council Member Sturgess receives numerous requests at his business for donations and it can be overwhelming. Mr. Cummings will keep the board updated. Council Member Sturgess noted the greens fees aren't necessarily a cost, but the golf cart usage is. Council member Sturgess thanked Mr. Purcell for his clarification on making donations.

Mr. Cummings stated he tries to do his due diligence when he looks at a procedure. He started working on a policy with the town attorney last year. Mr. Cummings noted this is a marketing strategy as well. It is an enticement to come back. Mr. Cummings noted that 10 donations equal \$560.00 which is small on a marketing basis. A policy has an accountability with it.

Council Member Palcovic stated this was going to be golf course policy. If in the future there was a need for a donation, toward a significant cause, above the 10 per year it would have to come back to the board for approval.

Supervisor Palcovic stated the radiators in gym will need a resolution to market them.

**RESOLUTION #2024-045 to sell and or list the unneeded radiators for sale** was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on April 10, 2024.

**WHEREAS**, the building maintenance person has been working diligently to remove junk and debris from the gymnasium, and

**WHEREAS**, there are seven cast iron hot water/steam radiators that the town can no longer use, now therefore be it

**RESOLVED**, that the Caroga Town Board does hereby move to sell and or list in the appropriate market place – Auctions International, or through private sale when placed on the website to be sold individually or as a group with a minimum price of \$50.00 each.

Seconded by Council Member Sturgess

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

**New Business:**

Supervisor Palcovic then discussed with the board plans to set up a committee for updating the Comprehensive Plan. Supervisor Palcovic stated it would be five non town board members.

Two of the committee members would be planning Board members and three resident individuals. Both the State and the county have recommended the plan be updated. The document is getting dated. The supervisor noted it is a valuable document in the growth of the town. Council Member DeLuca reviewed town law and the requirements of section 272a states it does not have to be a year-round resident, it can be a seasonal resident taxpayer. Council Member DeLuca left a message with the Attorney with the Association of Towns to confirm this.

Supervisor Palcovic stated two planning board members have already expressed an interest in serving on this team. Council Member DeLuca stated those interested were asked to email the board with their name and address and any experience they have in planning and development on or before Friday May 3<sup>rd</sup>.

**RESOLUTION #2024-046 to appoint a special board of five individuals to review, amend and update the Comprehensive Plan for the Town of Caroga** was offered by Council Member DeLuca at the regular monthly meeting of the Caroga Town Board held on April 10, 2024.

**WHEREAS**, the Caroga Town Board discussed the need and importance of updating the Town of Caroga Comprehensive Plan, and

**WHEREAS**, both the State of New York and County of Fulton have also noted the need to have an updated Comprehensive Plan, and

**WHEREAS**, the board shall consist of two Planning Board Members and three members that are not town employees who shall submit a letter of interest to include their name, address, reason they want to serve on the committee, their experience with planning and development on or before May 3, 2024 now therefore be it

**RESOLVED**, that the Caroga Town Board does hereby move to appoint a special board of five individuals to review, amend and update the Comprehensive Plan for the Town of Caroga

Seconded by Supervisor Palcovic

**Discussion:** Council member Sturgess asked how long should this process take to update the Comprehensive Plan? It will take a while was the answer. Council Member Cooper stated once we have people in place he would like to see a time frame on it. Supervisor Palcovic noted the County also reviews the document. It was stated there is a lot of back and forth.

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

Supervisor Palcovic stated that the town board members had a work session on building a new club house. A conceptual design was put on paper. There will be another work session on this.

Supervisor Palcovic stated that some board members met with the architect of the Highway Barn. The current plans/prints were deemed inadequate by the highway superintendent after

review. Currently they are working to modify the existing plan to be an adequate building for our needs. Supervisor Palcovic and Council Member Cooper got some information back today that they did not like. They are working forward but it is a slow process, especially when you find out the building that was put on paper was not going to serve the needs. More public work sessions will be held and then there will be more meetings with the architect.

Also, under old business the Supervisor and the Town board discussed having a stipend for the Board of Assessment Review (BAR) Members. The clerk was asked to talk about the stipend. She stated she spoke to the assessor and in the other two municipalities she works for the BAR Chairman receives a stipend of \$235.00 members \$165.00 in the other town the Chairman receives \$75.00 per hour and the members \$50.00 per hour. The clerk gave the board members a list of what the board was paid previously. In 1996 the town paid \$300.00 for the chairman and \$175.00 for members. Over the course of the years the members were paid as high as \$337.00 from 1996 to 2017. The Chairman, at one time, was paid \$408.00. In 2018 the stipends stopped.

Mr. Livingston a BAR Member was told years ago that since the Zoning & Planning Boards weren't paid why did the BAR get paid. He agreed with this. It was stated the BAR meets once a year. Mr. Livingston noted they meet on three dates. He stated the Chairman puts in about 12 hours. The board puts in 4 – 6 hours. Supervisor Palcovic stated when he was chairman of the BAR he worked through a re-evaluation and it went on for weeks – hundreds of hours. Supervisor Palcovic noted the Zoning & Planning Boards used to have an annual joint business dinner meeting. To come together and harmonize. The town picked up the tab for that. That has also fallen off the plate. Supervisor Palcovic stated the board may want to revisit that. The Supervisor thought that people who put in community service in, working for the betterment of the town. It is a minimal cost to the town to show some appreciation. The board discussed a monetary stipend. The Supervisor stated the funds would come out of contingency. There are five BAR members. Council Member Sturgess suggested \$300.00 & \$200.00. Council Member Glenn stated between \$250.00 and \$275.00 for the chairman, and \$200.00 for the Members. Supervisor Palcovic stated 25 years ago the chairman received \$300.00 and the members \$150.00 when he was on the board.

**RESOLUTION #2024-047 to set a stipend for the Chairman and members of the Board of Assessment Review** was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on April 10, 2024.

**WHEREAS**, this evening the Caroga Town Board discussed setting a stipend for the Chairman and board members of the Board of Assessment Review, now therefore be it

**RESOLVED**, that the Caroga Town Board does hereby move to set a stipend of \$300.00 and the members to receive \$175.00 with the funds coming from the contingency line item.

Seconded by Council Member DeLuca

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



**Correspondence:** The Town Clerk reread the items under correspondence.

- 1)Caroga Transfer Station is on summer hours Monday & Friday 8 – 4 Wednesday 4 – 8 pm Saturday 8 – noon.
- 2)Anonymous note against use of ProcellaCOR “whoever came up with this idea had better think twice before putting it into our great lake.”
- 3) Email from Bob Baker Re: combined Club House/Town Hall not in favor of it.
- 4) Email from Karen Morlock re: multi-purpose golf & municipal bldg. too expensive.
- 5) thank you from Caroga Museum for annual donation of \$4,000.00.

**RESOLUTIONS:**

Supervisor Palcovic Tabled this first resolution to proceed with conceptual & design work for a standalone Club House building. He stated there would be another work session.

The next resolution was never implemented. It was intended for Short Term Rentals and is on the books. Supervisor Palcovic stated we should take it off the books.

**RESOLUTION #2024-048 to rescind RESOLUTION #2022-017 to implement colored bag refuse collection fee for Short Term Rentals** was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on April 10, 2024.

**WHEREAS**, this evening the Caroga Town Board discussed rescinding a resolution that was never implemented but put on the books to deal with refuse from Short Term Rentals, now therefore be it

**RESOLVED**, that the Caroga Town Board does hereby move to rescind RESOLUTION #2022-017 to implement colored bag refuse collection fee for Short Term Rentals.

Seconded by Council Member Sturgess

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

Supervisor Palcovic discussed with the board resolution 2023-030. This resolution set up a K account for the golf course maintenance shed. At this point we are not going to do a maintenance shed and don't need the K account. The budgetary lines were to be redispersed per a board decision.

**RESOLUTION #2024 - 049 to rescind RESOLUTION #2023-030 to set up a K account for the Golf Course Maintenance Shed with the budgetary lines to be re-disbursed per the Town Board decision** was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on April 10, 2024.

**WHEREAS**, resolution 2023-030 was approved to set up a K account for the golf course maintenance shed, and

**WHEREAS**, at this point we are not going to do a maintenance shed and don't need the K account, now therefore be it

**RESOLVED**, that the Caroga Town Board does hereby move to rescind RESOLUTION #2023-030 to set up a K account for the Golf Course Maintenance Shed with the budgetary lines to be re-disbursed per the Town Board decision.

Seconded by Council Member Glenn

Discussion: Council Member Sturgess didn't think it was a great idea to take that money out of that account right now. He is not certain that the co-compliant portion of the policy for the golf course maintenance shed will cover the repairs to the old highway structure. He was not sure if it needed to be on a new structure or not. Council Member Sturgess suggested tabling this resolution.

Supervisor Palcovic has been in touch with the insurance company and is waiting for additional dollar values if there are any. That money was going to be applied to another account, and still available. The Supervisor stated the money was put away for the pole barn. That is what the account was established for. Council Member Sturgess stated it was for the golf course maintenance shed regardless where it is. The Council Member did not like the wording to be distributed per the Town Board decision. He felt the money is insurance money and needs to stay in that section, and not put into the general fund and get used for something else.

Supervisor Palcovic stated the money could be used for the construction of the new building. Council Member Sturgess agreed. Council Member Glenn agreed with Council Member Sturgess.

All Board members voted to oppose this resolution: Palcovic, Glenn, DeLuca, Sturgess, Cooper

**RESOLUTION #2024-050 to remove money from the Highway Equipment Reserve to pay for the receipt of a new 2023 F-550 Truck for the Highway department** was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on April 10, 2024.

**WHEREAS**, Highway Superintendent Larry Voght discussed with the board the need for a new plow truck at the meeting, and

**WHEREAS**, resolution #2023 - 050 approved the purchase of a 2023 F550 truck with plow, wing, and sander, and

**WHEREAS**, the town received the truck and it is in service, now therefore be it

**RESOLVED**, that the Caroga Town Board does hereby move to approve payment of invoice # 111930 from Van Bortel Ford 71 Marsh Road East Rochester, New York (585) 586-4415 for said truck VIN # 1FDUF5HT2PDA17280 which was purchased on state contract in the amount of \$122,871.55 and be it further **RESOLVED** that the following transfer is necessary to pay this voucher.

From: DA0201.20 Equipment Reserve	\$ 122,871.55	
To DA5130.2 Machinery & Equipment		\$ 122,871.55

Seconded by Council Member Sturgess

Discussion: Council Member DeLuca asked if this was the truck we were supposed to get in December? Council Member Cooper stated yes. Council Member DeLuca thought the price was \$80,000.00. Council Member Cooper replied no. Supervisor Palcovic thought the \$80,000.00 was the quote for a pickup truck. Council Member Sturgess thought that was the price of the one ton. Council Member DeLuca noted this truck was smaller so it could get down the side roads. It was to replace the one that was broken because the equipment exceeded the weight limits. Council Member Cooper again replied yes. He did not recall the resolution because he was not on the board at the time. He did review the invoice as a member of the public. He stated you could not buy the truck alone for \$80,000.00. Supervisor Palcovic could not speak to this as he was not seated as a board member at the time. Council Member DeLuca thought it was a lot less than this invoice. Council Member Cooper stated the first invoice was for a F550 with a gas motor and a can thing. The Mr. Voght was asked to get the correct invoice with what we were actually looking to purchase.

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

**RESOLUTION #2024-051 to place the 2015 Chevy Silverado 3500 up for auction on Auctions International,** was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on April 10, 2024.

**WHEREAS**, part of the original resolution to purchase a new truck was to get rid of one of the two small plow trucks and the 2015 is the older and one that is in worse shape, and

**WHEREAS**, the money shall go back into the reserve once it was sold, now therefore be it

**RESOLVED**, that the Caroga Town Board does hereby move to place the 2015 Chevy Silverado 3500 up for auction on Auctions International with a reserve price of \$15,000.00.

Seconded by Council Member Sturgess

Discussion: Council Member Sturgess asked if the plow was going to be taken off of it for a back up plow. Council Member Cooper stated you would have to take all of the controls and everything out of it. Leaving them on would add to the value of the sale. Supervisor Palcovic stated when we get a new truck we will get new equipment.

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

**RESOLUTION #2024-052 to make the following adjustments to maintain a balanced budget** was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on April 10, 2024.

**WHEREAS**, the bookkeeper has identified a need to make the following transfer to the 2024 budget, now therefor be it

**RESOLVED**, that the Caroga Town Board does hereby move to make the following adjustments to maintain a balanced budget.

From: A1990.4 Contingent	\$300.00	
To: A1920.4 Municipal Assoc Dues		\$300.00

Seconded by Council Member Glenn

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

**RESOLUTION #2024-053 to adopt the Gift Certificate Policy at the Nick Stoner Municipal Golf Course** was offered by Council Member Sturgess at the regular monthly meeting of the Caroga Town Board held on April 10, 2024.

**WHEREAS**, Golf Course Manager David Cummings has worked numerous hours to develop a policy for requests for donations from the Nick Stoner Municipal Golf Course and has consulted with Council Member Sturgess the liaison to the golf course, now therefore be it

**RESOLVED**, that the Caroga Town Board does here by adopt the Gift Certificate Policy as written for the Nick Stoner Municipal Golf Course as follows:

**Policy for the Issuance of Gift Certificates to organizations/individuals:**

If the organization is holding an outing (with at least eighty (80) players) at Nick Stoner Municipal Golf Course; in the same calendar year, the Town will donate a gift certificate for a round of golf for two players and a golf cart. Said gift certificate is to be used as a prize by the outing organization. Estimated value \$78.

***Requests for Nick Stoner Municipal Golf Course to support a fundraiser.***

An organization not conducting an outing at Nick Stoner Municipal Golf Course, or for a fundraiser event for an individual or for a memorial event fund raiser, the Town will donate a round of golf for two players. (Does not include a cart). Said gift certificate to be annotated for use only in open play during the current or following calendar year. Estimated value at \$ 56.

The total number of donations to support a fundraiser (not holding an outing at the Nick) will be capped at ten (10) gift certificates, in a calendar year.

Any other requests shall be submitted in writing through the Nick Stoner Municipal Golf Course Manager, to the Caroga Town Board.

Seconded by Council Member Glenn

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

**RESOLUTION #2024-054 to authorize submittal of form TE9c to the New York State Regional Department of Transportation** was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on April 10, 2024.

**WHEREAS**, David Cummings Golf Course Manager has indicated a need to reduce the speed limit on State Highway 10 between the Wheelerville Hamlet sign and Kasson Drive for the safety of golfers both walking and using carts, for the children attending the Summer Recreation Program at the Town Hall Building, for the residents and businesses in this area, now therefore be it

**RESOLVED**, that the Caroga Town Board does hereby authorize submittal of form TE9c to the New York State Regional Department of Transportation for the review and reduction of the speed limit on State Highway 10 in the Town of Caroga.

Seconded by Council Member Sturgess

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

**RESOLUTION #2024-055 to send the Assessor Leigh Anne Loucks to training** was offered by Council Member Sturgess at the regular monthly meeting of the Caroga Town Board held on April 10, 2024.

**WHEREAS**, the Sole Assessor Leigh Anne Loucks requested on the department monthly update to the town board the desire to attend two trainings one on April 12 and one on April 26, now therefore be it

**RESOLVED**, that the Caroga Town Board does hereby move to approve the Sole Assessor Leigh Anne Louck attending training and the expenses associated with said training.

Seconded by Council Member Glenn

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

**RESOLUTION #2024-056 to authorize the Highway Department staff and possibly the janitor to attend OSHA training** was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on April 10, 2024.

**WHEREAS**, recently the highway employees attended necessary training, and

**WHEREAS**, the Highway Superintendent Larry Voght has indicated that additional Occupational Safety and Health Administration training is available at a cost of \$125.00 per person, now therefore be it

**RESOLVED**, that the Caroga Town Board does hereby move to approve the highway employees and janitor to attend said training and the expenses associated with said training.

Seconded by Council Member DeLuca

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

Council Member Cooper explained the three systems that were reviewed and noted he has experience in this type of equipment because of what he does. He has used two of the systems the highway department looked at.

**RESOLUTION #2024-057 to purchase diagnostic equipment for the highway department** was offered by Council Member Cooper at the regular monthly meeting of the Caroga Town Board held on April 10, 2024.

**WHEREAS**, the Highway Superintendent Larry Voght has indicated a need for diagnostic equipment, has looked at various options over the past two years, and

**WHEREAS**, the newer trucks all have computers, and diagnostic lights for various functions on these DOT vehicles and when there is a problem someone has to come to the town or the vehicles gets towed for hundreds of dollars to diagnose the problem, and

**WHEREAS**, recently Council Member Cooper noted that a demo was used to diagnose and put out all of the lights on the trucks so all check engine and ABS lights were off, noting that the mechanic can not fix everything and the trucks will still have to be sent away for certain dealer items but that having this tool will reduce down time on the truck, and

**WHEREAS**, three different set ups were looked at 1) Snap on Pro Link for \$16,000.00 and it is bare bones, and has an annual subscription, 2) Diesel Laptops at around \$10,500.00 it will do highway truck and off road equipment like loaders and excavators, everything is on line, there is no representative to come out and they would not do a demo, 3) J Pro is \$7,900.00 it is soup to nuts it comes with all of the connectors, cables and is for highway trucks and off road equipment and lighter duty equipment. The J Pro walks you through repairs and testing and locating parts and has tech support there is a subscription fee of \$1,300.00 per year. Now therefore be it

**RESOLVED**, that the Caroga Town Board does hereby move to approve the purchase the J-Pro System from Noregon Vehicle Data Experts 7823 National Service Road Greensboro NC 27409 for \$7,902.74. to come out of the highway maintenance fund.

Seconded by Council Member Glenn

Discussion: Council Member Sturgess asked if that came with the first year's subscription. Council Member Cooper stated it comes with everything for the first year. Council Member DeLuca asked how much was the subscription. Council Member Cooper stated the quote said \$2,199.00 but he wants to double check that. Council Member DeLuca asked if anyone else uses this same software or does the county have software? Council Member Cooper stated the county has but they have a maintenance section. The county has come up but not able to solve our problems with what they have. They have a cell phone-based program and a plug in too.

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

Supervisor Palcovic thanked Council Member Cooper for the hours he dedicated to and the homework he's done and his support to keep our trucks running.

Supervisor Palcovic made a motion to approve the bills as presented for audit. Council Member Glenn seconded the motion. All board members were in favor of the motion. Palcovic, Glenn, DeLuca, Sturgess, Cooper.

Supervisor Palcovic made a motion to approve the minutes of the March 13th Town Board meeting and April 3rd work session. Council Member Cooper seconded the motion. All board members were in favor of the motion. Palcovic, Glenn, DeLuca, Sturgess, Cooper

At 8:03 pm Supervisor Palcovic made a motion to adjourn. Council Member DeLuca seconded the motion. All board members were in favor of the motion. Palcovic, Glenn, DeLuca, Sturgess, Cooper.

Submitted by Caroga Town Clerk

Linda Gilbert, RMC, CMC

General #'s 113 to 143 \$12,498.02

Highway #'s 52 to 62 \$18,908.52

Prepaid #'s 73 to 102 \$26,314.48

General Park #'s 13 to 15 \$5,843.80