

State of New York
County of Fulton
Town of Caroga

Minutes of the Caroga Town Board work session held Wednesday February 27th 2025 at the municipal building located at 1840 State Highway #10 at 3:30 pm with the following persons in attendance by roll call.

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

Department representatives in attendance were: Roy Stock – Highway Superintendent, Anthony Fancher came into the meeting at 3:49 pm. There were two members of the public in attendance.

Supervisor Palcovic called the meeting to order at 3:30 pm.

The clerk had a few items to discuss with the board. Last month in the assessor's report she stated the last day to file for exemptions was March 5th due to the first of March being on a Saturday. The correct date is March 3, 2025. The February Town Board minutes will be corrected.

The clerk received an application for a fireworks display at Royal Mountain on March 22, 2025 at 7 pm. The fire chief has been notified. She would like the board to review the application today.

The bookkeeper Joanne Young asked about making a resolution so that the EZ Pass bill will become a prepaid expense. The way the bill is mailed out it doesn't fit with our monthly meeting so it would always be late and additional penalties would be due.

Lastly the clerk noted this meeting was called tentatively on Thursday February 20 at 10:57 am via email asking board members if they were available. The notice was sent to the paper the next day on Friday. The notice of this meeting was in the newspaper in today's edition, on February 27. The clerk emailed the newspaper earlier in the day asking when the notice was put in. They responded that it was in today's Leader Herald and Recorder. They stated the community notes is a free service they offer. They request a weeks' notice of an event because of schedules and the priority of other work. The meeting was posted on the website and town clerk bulletin board. The town did their due diligence.

Council Member Glenn remembered another time when this happened for a meeting on ProcellaCOR.

Council Member Cooper had a comment about the EZ Pass. He spoke to the clerk earlier about this. In his previous "life" (work) he obtained blue government EZ Passes. The cost is the same with preloaded funds. Council Member Cooper explained he would do more research but that

fire and emergency vehicles have this type of pass. The clerk noted we will always need to have this bill prepaid because the pass can't be moved between vehicles. Council Member Cooper stated this solves the problem right now but there might be another option.

RESOLUTION 2025-025 to make the New York State EZ Pass bill a prepaid bill was offered by Supervisor Palcovic at the Caroga Town Board work session held on Wednesday February 27th 2025.

WHEREAS, the bookkeeper, Joanne Young, discussed with the clerk the need to avoid paying penalties on the bills submitted for use of the New York State Thruway EZ Pass system, and

WHEREAS, the clerk discussed with the board the need to make the EZ Pass bill a prepaid bill, now therefore be it

RESOLVED, that the EZ Pass bill will become a prepaid bill until options for other types of passes can be looked into.

Seconded by Council Member Cooper

Adopted by a vote of four Ayes; Palcovic, Glenn, DeLuca, Cooper

RESOLUTION 2025-026 to approve a fireworks display at Royal Mountain on March 22, 2025 was offered by Supervisor Palcovic at the Caroga Town Board work session held on Wednesday February 27th 2025.

WHEREAS, the clerk notified the board that an application had been received for a fireworks display at Royal Mountain on March 22, 2025 at 7:00 pm after the cardboard derby, and

WHEREAS, the application contained the necessary proof of licenses, liability insurance, site plan location, and that the Caroga Lake Volunteer Fire Company Fire Chief had been notified, now therefore be it

RESOLVED, the Caroga Town Board does hereby move to approve the display and does authorize the town supervisor to sign the application.

Seconded by Council Member Glenn

Adopted by a vote of four Ayes; Palcovic, Glenn, DeLuca, Cooper

The primary purpose of this meeting is to review the proposed layout/siting of the Highway Garage by Environmental Design Partnership. A wetlands engineering assessment was done in accordance with the Department of Environmental Conservation and the Adirondack Park Agency (APA) requirements. The wetland boundaries have been plotted. The previous location was within a wetland boundary.

Council Members Cooper and Sturgess have spent quite a bit of time looking at the prints. The board members and highway superintendent gathered around the table to review the plat.

Supervisor Palcovic noted earlier today he was in a meeting with the Executive Director of the APA. They discussed many topics including ProcettaCOR and she would like to come and visit

Caroga Lake to see our operation with the weed harvester. Council Member Glen noted the next lakes management meeting was on May 13th at 5:30 pm. The Supervisor noted the APA only has 50 employees.

Council Member Cooper noted there were two options on the table. Option two was reviewed as being the preferred plan due to the flow for getting trucks out of the barn. Option #3 was not reviewed. Council Member Cooper noted the gray area identified as the existing salt shed; it needs to be moved for either option to put the building in.

Council Member Glenn asked what the expense was to move it. Council Member Cooper stated that had not been looked at and would not make a difference. It has to be moved. The plat needed to be extended to show the land behind the building. Council Member Cooper believed vehicles could be parked there instead of where the plat indicates for the employee parking.

Supervisor Palcovic noted the limitations of space on the parcel for the highway barn. He noted additional trees could not be cut down.

Council Member Cooper noted the waste water, septic, SPEDES and well all have to be plotted out yet. This plat just shows the siting of the building with the wetlands. The last thing to be brought on site are our fuel tanks. Perhaps only the diesel will be moved as the golf course uses the gasoline the most. The power will also have to be brought onto the site. Notes were made on the plat by Council Member Cooper. The power will be subterranean. It was suggested to make it like the fire house did with a platform, and a generator tied into the building.

The cell tower power is separate. The town has to run their own 440-amp, single phase service. The clerk asked why only single phase? Council Member Cooper explained there wasn't any three phase equipment. The power needs were discussed with Matt Hillock of North Country Electrical.

Supervisor Palcovic noted the building was moved because after the wetlands review it was discovered that the building was within the wetlands. It was noted there has to be a 100-foot buffer from the wetlands. There will be more engineering meetings.

It was asked if the town can relocate the salt shed themselves. The highway superintendent noted he is meeting with the company representative that put it up on Monday. Mr. Stock suggested using shipping containers for the side walls of the salt shed. They could then be used for storage. The blocks on our salt barn were tarred. Pressure treated lumber could be used along with ice and water shield. The cost of the containers was given as \$1,500.00 per container. This was just done on route 30 heading to Mayfield.

Council Member DeLuca thought there was something in our ordinance against using shipping containers. The Code Officer stated it wasn't in the ordinance yet. The supervisor noted we did not want people using shipping container in their yards. The code officer stated he didn't think they should be allowed as a general-purpose thing, but used as a structure and cosmetically covered, then it is a different story.

Supervisor Palcovic stated if we can save ourselves \$10,000.00, \$20,000.00 or \$30,000.00 that is the big picture. He thought the town employees could dismantle the salt barn to some extent.

The Highway Superintendent, Mr. Stock, was asked his thoughts on the project. He noted the parking indicated on the plat was not to his liking.

Supervisor Palcovic will set up a meeting with Joe Dannible of Environmental Design Partnership of Saratoga. He will travel there to save their travel billing.

The board reviewed the plat showing the woodland, wetland and property line boundaries.

One other thing the board discussed was shifting the angle of the building to square it to the road.

Supervisor Palcovic noted the structure in Pine Lake is getting ready to go right to the ground. The code officer did not see it today, he was there yesterday.

Council Member Cooper began discussing the trucks at the highway department. The board members were given colored folders at the last meeting. The little black chevy dump truck we've had since 2016 rear axel hub is broken beyond repair. With GM parts the new housing and parts would be about \$10,000.00 just in parts. It is way beyond its useful life and not safe to operate how we have it as it is overweight. This was identified a year and a half ago. Remanufactured parts are about \$5,200.00 - \$5,300.00. or the town could go through a parts salvage yard and get a used unit for about \$3,400.00. This is all with the town doing the labor. Then it would be something we can at least sell.

Council Member Glenn asked what the value of the truck was. Council Member Cooper stated the last one we sold was about \$12,000.00 and he thought that was high. If sold with the 5-year-old plow and sander (which are pretty well used up) he would sell it that way. He does not see the town putting it back into service. We had a 1500 and a 1600. Last year the board purchased a 550. It was noted the 2015 would be auctioned off and the money put toward the 550 we purchased. Council Member Cooper didn't even think the 550's are sufficient for our needs. He noted some towns have tried going with a medium duty 4500 up to 7500 chassis. Each time you go up a thousand it increases your weight carrying capacity. Lots of towns did it, Wells, and Oppenheim, it doesn't replace a big truck. With our small roads we can't get rid of small trucks. You need a small truck for brushing and pot hole repair.

Council Member Cooper went on to say our big trucks are in deplorable shape. The work the mechanic has done in the last five months has put the trucks in the best shape they've been in since he took office. Grade wise from a D- to a D. There is one emergency after another. Things were neglected. The trucks were in a fragile state and with all of the snow it doesn't take much to take it over the edge. There have been broken plow frames, and differential. There have been all kinds of downtime repairs this past three weeks. It will get us through until we start getting life cycle repairs of our big trucks.

The board was given three options for a new truck cab and chassis – Kenworth, International, and Freightliner. Then there are Henderson and Viking plow and sander accessories. The trucks range from \$130,000.00 to \$180,000.00. A purchase would replace our truck #20.

Council Member Cooper noted the plow and boxes are more expensive than the ones previously purchased because they priced a stainless-steel option. Here is the reasoning. Our trucks #13 & #17 are 9 – 11 years old. The boxes are garbage and they can't be used as a dump truck right now. We knew this in the fall. They have sanders in them right now when the sanders come out the boxes will need to be repaired and replaced. They are made of steel and non-usable as they are.

Council Member Cooper discussed with Mr. Stock mid sander/salter and rear sanders. He prefers the rear sander/salter. We have rear wheel drive truck and can put chains on them. The mid truck sander throws salt on the rear half of the truck – brake canisters and electrical. The one Henderson option should not be considered.

Mr. Stock reviewed the International specifications. It is the same as our most recent truck purchase #20. He noted there have been some issues with the International. That is the truck that the front differential went in. The axels are too light. Kenwood have heavier duty axels. 20,000 front 30,000 rear. Freightliner- is almost the same as truck #13 same chassis. It has had a lot of issues. Last year \$35,000.00 was spent on the Freightliner.

Now the board focused on the Kenwood – it is more money. Council Member DeLuca stated you get what you pay for. Council Member Cooper noted the county just bought two of them. A third one is ordered. They have a solid platform for a truck and again you get what you pay for. The difference between the cheapest and the most expensive is \$50,000.00.

Folders are now being kept for each truck showing the expenses to operate each one.

Mr. Stock stated he wants to go automatic. He has had to replace two clutches in the past two years. The automatic will get you 70 hp more. Max speed on International and Freightliner is 55mph, the Kenwood has a max speed of 64 mph. Council Member Cooper explained they are building equipment we can get longevity out of. The heavier axels mean less breakdowns. When the plow is up it puts more load on the front axle. The capacity of the various truck axels was discussed and reviewed. We have been using the trucks way over capacity.

The Kenwood truck would not have a separate sander, it has a dump box with a chain in the bottom and you put the spinner on that. There is a plate to cover the live bottom in the summer when used as a dump truck. Council Member DeLuca asked how long would a truck last. The reply was 10 – 15 years. Council Member Cooper stated the life span was the same but you would get more longevity out of higher quality truck than a lower quality truck. Having the proper maintenance and someone dedicated to doing the preventive maintenance is instrumental. We have a really good person in position right now.

Next the board reviewed the Henderson and Viking specifications for the accessories. The Henderson uses rolled steel and 7 gage stainless steel. Again, the rear sander is preferred to the mid sander. The state uses Henderson. There are 108 million Henderson bodies out there right now. The spec is for a swivel plow blade it goes left to right. You can't turn the corner and plow with a straight plow like we have on truck #20.

The board reviewed the options put on the new truck. Mr. Stock stated the talk is within the next five (5) years that the state is going to want to mandate the salt. Right now, the salt is controlled by a lever. “You can’t control how much salt you are putting down. You can’t tell what you are putting down.” Council Member Cooper corrected Mr. Stock saying you can control it but you are doing it by feel. The new truck will have a digital computer.

Council Member Glenn asked how much concentration of salt are we putting down. Mr. Stock replied right now we do a ¼ bucket of salt to 2 ½ buckets of sand. The state and county can tell how much and where the salt is being put down from the computer. The state may mandate this for everyone. The board thought this was a good option to have.

Mr. Stock stated the Henderson body will have side boxes. You just have to buy the tank and brine setup. Brine may be right around the corner. They are trying to get rid of salt. The state puts the most down. Mr. Stock has never seen a stainless-steel Viking body. It is not a bad product. He only has experience is with the steel. The Henderson set up will take a Viking plow.

Mr. Stock went to a training course given by the state and he saw their trucks. We have nothing like them. We are old school we pull levers and drop they are push button.

The Town of Palatine has all Henderson bodies. The bottom line on the Kenwood chassis is \$180,000.00 and Henderson body \$130,000.00 together it’s \$310,000.00. Last year the town paid \$122,000.00 for the little truck. It is understood we need a big truck. Some towns were trying to get by with little trucks so Commercial Drivers Licenses (CDL) weren’t necessary. Supervisor Palcovic noted there is a resolution that goes back years ago stating that highway employees had to have CDL’s. There were no more laborer positions. The union offers assistance getting a CDL however you have to pass the 90-day probation period.

Supervisor Palcovic asked what the delivery time was and the inflationary clause? The supervisor was involved with the purchase of the new fire truck and they were given 30 days’ notice before the cost went up. Mr. Stock stated the new truck was about a year and a half out for each chassis. Hydraulics are 28 weeks out after you get the truck.

Council Member Cooper said if you read the fine details there are discounts if you can pay for the chassis upon delivery to the upfitter. There are savings we can look at.

Mr. Stock was asked to contract Kenworth and get the current particulars, delivery schedule and cost. Council Member Cooper noted the amount of time to get a new truck hasn’t changed if tariffs change anything with supply it could get longer.

RESOLUTION #2025-027 to authorize the Highway Superintendent Roy Stock to contact Kenworth and Henderson to get a current updated quote, price and timeline for the chassis as specified and from Henderson for the plow, and box setup was offered by Council Member Cooper at the Caroga Town Board work session held on Wednesday February 27th 2025.

WHEREAS, Highway Superintendent Stock provided folders to the board members of three vendors for chassis and various options for the purchase of a new truck for the highway department, and

WHEREAS, this work session provided an opportunity to review the information, now therefore be it

RESOLVED, that the Caroga Town Board does hereby move to authorize the Highway Superintendent Roy Stock to contact Kenworth and Henderson to get a current updated quote and price and timeline for the chassis as specified and from Henderson for the plow, and box setup.

Seconded by Supervisor Palcovic

Discussion: Council Member Glenn asked what model the chassis was. Council Member Cooper replied a model T480 series conventional. Mr. Stock referred the board to page 15 of the Kenwood packet.

The clerk noted in the past when the town has ordered a truck it would be months late. She asked Council Member Cooper if there was any way to put into the contract that if the vendor was late the town would receive some sort of compensation. Council Member Cooper did not know it is something we can ask.

Supervisor Palcovic stated it is a performance bond. After the final quote then we have to go to bid. Council Member Cooper stated it is under Onondaga state contract. So, this won't have to go to bid.

Adopted by a vote of four Ayes; Palcovic, Glenn, DeLuca, Cooper

Council Member Cooper asked if a resolution was needed to purchase the parts for the little black chevy. The clerk asked what the amount was. Council Member Cooper replied \$3,400.00. The clerk read from the procurement policy – less than \$5,000.00 but greater than \$1,000.00 oral request for goods from at least two vendors. He will get a second price.

Mr. Stock passed out information from Mickey Bigg & Sons Quality Auto Body Vails Gate NY. Supervisor Palcovic explained during one of the snow storms the large truck was being driven by James on Barbour Road. The Supervisor got a call from Kristy Landro in the morning stating that the snow plow hit their vehicle. It was parked in the driveway right next to the turn around. The supervisor scoped out the area and has pictures. The people were amicable. The vehicle had an orange paint fleck on the damaged area. In the course of pushing back the banks up it looks like the head plow maybe just touched the car. Supervisor Palcovic asked for an estimate. He didn't feel it warranted a police report. It was minimal damage. The highway superintendent was called and he had a follow up meeting with the car owner. Supervisor Palcovic thought the town had a \$10,000.00 deductible on property damage.

RESOLUTION \$2025-028 to pay for the repairs to the Kathy Landro vehicle damaged by the town plow was offered by Supervisor Palcovic at the town board work session held on Wednesday February 27th 2025.

WHEREAS, at the February 27th work session the board was informed about an incident with a town plow on Barbour Road, and

WHEREAS, the board reviewed a quote in the amount of \$1,342.35 (includes tax) for repairs to a 2023 Honda Pilot owned by Kathy Landro 21 Andrews St. Cornwall on Hudson NY 12520 also of 171 Barbour Road, now therefore be it

RESOLVED, that the Caroga Town Board does hereby move to pay Mickey Bigg & Sons Quality Auto Body Inc. PO Box 181 Route 32 Vails Gate, NY 12584 per the quote.

Seconded by Council Member DeLuca

Discussion: Supervisors Palcovic did not believe there was any malfeasance or recklessness. Council Member Cooper noted there was an incident with a box trailer a couple of years ago in an ice storm and we didn't pay. Because it was emergency road clearing. He was not advocating not paying. Council Member DeLuca replied "right." Supervisor Palcovic thought there was more to the story though. Council Member DeLuca stated there was a lot more to the story.

The clerk asked if the town submitted a tax-exempt certificate could the tax be removed from this bill. Council Member Cooper replied it depends if the town is paying the auto body company or the property owner.

Adopted by a vote of four Ayes; Palcovic, Glenn, DeLuca, Cooper

Council Member DeLuca has been in contact with Council Member Sturgess on getting a second quote for a computer for the highway department and one for the golf course. Council Member DeLuca has a quote from Adirondack Computers for each laptop at \$931.46. This includes Microsoft Office Home and Business 2024 and 13 Gen Intel Core and Windows 11 Pro. The quote includes one hour of onsite delivery and transfer of data from the old computers. Beyond the first hour it is \$70.00 per hour. The quote from Canada Lake Computers was for a 16GB HDMI webcam wireless Bluetooth, Windows 11 at \$1,135.00 this also included the Microsoft Office and for the laptop from Canada Lake Computers it was \$1,424.00. There is a \$300.00 difference per unit. The vendor from Adirondack talked to both department heads about their needs and how the computer was to be used. The suggestion is to go with Adirondack Computers for the two laptops.

Council Member Glenn asked how accessible this vendor was. He is local in Mayfield. It was noted that he set this town building up for computers a few years ago. Shawn Humphrey. Council Member Cooper had a conversation with the assessor today. She also needs a laptop and thought there was money in the budget. The code officer will update his equipment with the other computer in his office. The clerk stated in the line item A1355.2 equipment there is \$1,500.00. Supervisor Palcovic suggested having the assessor talk to Shawn about her computer needs.

RESOLUTION #2025-029 to purchase laptop computers from Adirondack Computers was offered by Council Member DeLuca at the Caroga Town Board work session held on Wednesday February 27th 2025.

WHEREAS, the Highway Superintendent and the Golf Course Greenskeeper have indicated the need to have laptop computers to conduct town business, and

WHEREAS, the Assessor also requested to purchase a new computer funding would be from the equipment line item A1355.2 to purchase a new computer, and

WHEREAS, Council Member DeLuca and Sturgess have consulted on the purchase of the computers, now therefore be it

RESOLVED, that the Caroga Town Board does hereby move to purchase two laptops from Adirondack Computers owner Shawn Humphrey of Mayfield 518 331 7550 with Microsoft office home and business 2024,13 Generation Intel Core, with Windows 11 Pro. including one hour of onsite delivery and transfer of data from the old computers, one for the Highway Department, and one for the golf course at a cost of \$931.46 each, and be it further **RESOLVED**, that a third computer will be purchased for the Assessor after she talks to the vendor for an amount not to exceed the budget line item A1355. 2 Equipment in the amount of \$1,500.00.

Seconded by Council Member Cooper

Adopted by a vote of four Ayes; Palcovic, Glenn, DeLuca, Cooper

The clerk asked the board members to audit her 2024 Town clerk books if they had some time after this meeting.

Council Member Glenn has been in contact with Mr. Hogan on Lakes Management. He asked if there was money available to apply ProcellaCOR this year. Permits would need to be obtained it was noted. Several board members wanted to know the cost prior to any approval.

Supervisor Palcovic noted at the APA meeting today the town is highly recognized and there were discussions on who was moving forward with more application of ProcellaCOR. Everyone is watching this process.

At 4:53 pm Council Member Glenn made a motion to adjourn. Council Member Cooper seconded the motion. All board members were in favor of the motion: Palcovic, Glenn, DeLuca, Cooper.

Submitted by Caroga Town Clerk

Linda Gilbert, RMC, CMC