

State of New York
County of Fulton
Town of Caroga

Minutes of the regular monthly Caroga Town Board meeting held on December 10, 2025 at 6:30 pm at Town hall. Following the roll being called of the board members in attendance the salute to the flag followed.

Supervisor Ralph Palcovic – Present
Councilmember John Glenn – Here
Councilmember Barbara DeLuca - Arrived at 6:31 pm
Councilmember Richard Sturgess – Here
Councilmember Matthew Cooper - Here

Also in attendance were Steve Stedman – Golf Course Maintenance, John Livingston – Board of Assessment Review, Marcus Harizan – Invasive Species Committee member, John Byrnes – Zoning Board of Appeals member, Roy Stock – Highway Department, and also 5 members of the public.

Councilmember Glenn made a motion to waive the reading of the minutes. The motion was seconded by Councilmember Cooper. All board members were in favor of the motion: Palcovic, Glenn, DeLuca, Sturgess, Cooper.

Department Reports:

Highway – Roy Stock proposed approval for the purchase of a light tower. He obtained three quotes. They were from Abele Tractor & Equipment of Albany NY - \$2,500.00, an online message for one listed in Gansevoort NY - \$5,000.00 and a new one from Grainger for \$19,253.42. He will go to look at the Abele used light tower. It was noted that authorization was made earlier this year to make the purchase for up to \$6,000.00.

RESOLUTION #2025-122 to purchase a (used) light tower for \$2,500.00 was offered by Councilmember Sturgess at the regular monthly meeting of the Caroga Town Board held on Wednesday December 10, 2025.

WHEREAS, resolution #2024-102 on November 6, 2024 authorized the purchase of two light towers in an amount not to exceed \$7,500.00, and

WHEREAS, Mr. Stock has obtained three quotes as follows: Abele Tractor & Equipment of Albany NY - \$2,500.00, an online message for one listed in Gansevoort NY - \$5,000.00, and a new one from Grainger for \$19,253.42, now therefore be it

RESOLVED, that the Caroga Town Board does hereby move to purchase a light tower in the amount of \$2,500.00 from Abele Tractor & Equipment of Albany NY.

Seconded by Councilmember Glenn

Discussion: Councilmember Cooper stated Roy plans on going down to look at it. If it is good and has low hours on it and works after his assessment, (he will purchase it.)

Adopted by a vote of five (5) Ayes: Palcovic, Glenn, DeLuca, Sturgess, Cooper

Mr. Stock stated he received the SPEDES Permit Renewal. It expires on 11/30/2035. It is hanging in the barn.

Supervisor Palcovic stated that means all of our outstanding permits are caught up. We just need our federal FPCC plan. The Supervisor noted we were 3 to 4 years out with expired permits with violations. We have come a long way in the last 12 months. Mr. Stock was thanked.

Mr. Stock stated they have been out 20 times this month plowing. They will go back out at 4 am tomorrow. They are maintaining equipment “keeping it up to snuff, the best we can.” Mr. Stock was told he could leave the meeting if he so chose.

Wheelerville Bike Trail – Manning submitted a written report. He noted with hunting season over trails are currently open for winter use. Bret Fielding is keeping them groomed using the SnowDog groomer kindly donated by Tim Mcloughlin. Thanks were given to the Highway department for continuing to keep the parking lot clear. The Supervisor noted the streets come first. Mr. Manning is seeking a resolution to have DMR design a bridge to be used on the connector trail. This was required by DOT and needs to be completed before they allow any Recreational Trails Program Grant funding to be used. This is the final step in our design review. Funding for this is in the budget and DEC is also considering whether they will allow us to use Smart Growth funding to reimburse this expense. The board examined the proposal from DMR Civil Engineering PLLC. ***The scope of work includes:*** Design & draft a general note sheet, Structural analyze log stringer, deck planks, railings (if required), and bridge sill. Design and draft annotated bridge plan and elevation views, design and draft railing elevations, details and notes, and design and draft miscellaneous details and tables as required. The contractual price for professional services is a lump sum fee is \$1,940.00. This fee includes all expenses incurred as part of design effort including mileage, printing, etc. Supervisor Palcovic stated Mr. Manning checked with the bookkeeper and there is money in his budget.

RESOLUTION #2025-123 to move forward with the cost of design & develop by DMR Engineering offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on Wednesday December 10, 2025.

WHEREAS, trails manager Jeremy Manning has brought forth information to design and develop engineered stamped plans for a 4ft to 6ft wide 20ft long pedestrian/bicyclist log -stringer style bridge with handrails for a portion on the Wheelerville Trails, and

WHEREAS, Mr. Manning has stated that there are funds available for the scope of work being offered by DMR Civil Engineering PLLC, now therefore be it

RESOLVED, that the Caroga Town Board does hereby move to contract with DMR Civil Engineering PLLC, 28 South Main Street Gloversville Ny 12078 per the scope of work outlined in the proposal dated December 8, 2025.

Seconded by Councilmember DeLuca

Discussion: Councilmembers Sturgess and Cooper talked about the location of this earlier today. Supervisor Palcovic stated it is going across the Irving Pond Creek on the current trail system. It is the connector to go behind hole #3. The supervisor didn't want to see it going down stream in highwater. Councilmember Cooper noted the upcoming changes in the 2025 flood plains in Caroga that effect constructions around all of the lakes effective January 1st.

Adopted by a vote of five (5) Ayes: Palcovic, Glenn, DeLuca, Sturgess, Cooper

BTI - Kunath – No report

Sole Assessor – The Sole Assessor Leigh Anne Loucks submitted a written report. The Supervisor noted the Northern Pine Cove lawsuit to lower the assessment has stalled. The updated portion of her report was attorney client privilege. Sales are being entered, the assessor is retrieving documents from the county. She is processing exemptions forms, and answering calls as needed.

Town Clerk/Tax Collector/Registrar/RMO – the clerk reported she provided a privacy policy to Leigh Anne for the upcoming policy book. Earlier this month Fulton County Health provided posters on Tick Prevention and tick kits. They were given to the Highway, BTI, and Golf Course departments. The clerk asked to add a voucher for \$300.00 to the audit for petty cash for tax collection. The clerk contacted various county officials regarding pennies and how that would affect tax collection. A memo was sent out by the New York State Association of Tax Receivers and collectors. They recommend rounding up the bills to just one decimal point. Just something to think about.

Code Enforcement & Sanitation – Mr. Fancher submitted a report to the town supervisor. He reported 12 permits were issued collecting \$1,575.00 with an assessed valuation or construction cost of \$83,450.00. He conducted 25 inspections. He is working on reviewing the new FEMA changes. He has provided board members with information on the old salt shed rehab. Now called the golf course maintenance building from now on. Included in Mr. Fancher's report was a big thank you to the supervisor and for him to enjoy his retirement again. This is the last official meeting for Supervisor Palcovic and for Councilmember DeLuca. (applause)

Dog Control – Mr. Dutcher submitted a report to the clerk. He received 5 calls for the month. He and the clerk have been discussing the new Ag. And Markets law 26 – c as it pertains to the treatment of animals. Something that specifically applies to the town is transportation of dogs. Animals now have to be in a temperature-controlled environment during transportation having heat and cooling. No longer can you put a cage in the back of a pickup truck. The law goes into effect December 15. It was noted we are under contract with the Brennan Humane Society. Supervisor Palcovic stated the town would have to buy an SUV to put the dogs in. The Supervisor noted the number of animal abuse cases and seizures recently in Fulton County as reported at the county meeting. There is a shortage of kennel space. Councilmember Cooper stated from what the clerk just said the town can continue to use the code vehicle. There was talk of getting a pickup truck when the lease is turned in, in about 3 months. But that doesn't meet this requirement. The board discussed continuing with the Rave 4 or look at something with more clearance like a Pathfinder. Councilmember Sturgess didn't think he

has ever seen a bill for mileage from the DCO. The clerk didn't think we've brought a dog to the shelter last year or this year yet. It was wondered if his salary compensates for that.

Golf Course – Mr. Stedman reported that all of the fluid changes will happen when they get to the new building. He has 19 reels to take down to Latham. A truck will be borrowed from the highway department for that. Once the building is secured he is pretty much ready to move. Things have been moved to the back room already. The equipment, tools and work bench still have to be moved.

In June of 2026 the town's business license for pesticides is up. Mr. Stedman will contact Mike Kuneth about this. Mr. Steman's license will expire next December. He will take 10 credit hour classes this winter toward recertification. On February 1st all pesticide reports are due. His will be turned in by then. He has turned in the fuel logs to the bookkeeper. Highway, Bike trail, and golf course all have their own set of books.

Mr. Stedman gave the board members proposed golf rates for 2026. He knows they vote on this in January so this is for the board to review. He asked that the memberships be changed now as people are asking for gift cards for the holidays. Items highlighted in yellow indicate a change. He also provided a document showing the 2025 rates. The senior 65+, & military/veteran/law enforcement shows an increase of \$25.00 from this year. Councilmember DeLuca asked about having first responders listed in this category. Councilmember Sturgess suggested increasing the adult rate (21-64) to \$700.00.

RESOLUTION #2025-124 to set 2026 membership rates at the Nick Stoner Municipal Golf Course was offered by Councilmember Sturgess at the regular monthly meeting of the Caroga Town Board held on Wednesday December 10, 2025.

WHEREAS, Mr. Stedman provided the board with proposed 2026 golf rates, and

WHEREAS, the board reviewed the information and made changes to the proposed rate, now therefore be it

RESOLVED, that the Caroga Town Board does hereby move to set the membership rates for the Nick Stoner Municipal Golf Course for the 2026 Membership rates as follows: Adult Rate (21-64) \$700.00 and Seniors 65+ for Military/Veteran/Law Enforcement, and First Responders at \$575.00.

Seconded by Councilmember Cooper

Discussion: Councilmember Cooper asked why the senior, military, law enforcement and first responders went up \$50.00 and the regular only went up \$25.00. Councilmember Sturgess replied that that column hasn't gone up in four (4) years. It is an average rate compared to the other golf courses in the area.

Councilmember DeLuca asked what the adult rate was this year. It was \$675.00 this year and the year before.

Adopted by a vote of five (5) Ayes: Palcovic, Glenn, DeLuca, Sturgess, Cooper

Councilmember Sturgess reported he and Councilmember Cooper have been up a handful of times overseeing the renovation project. He noted the lean-to project was moved forward. He was sent pictures showing it is complete. The door should arrive in the next week. The propane heater is hooked up and Roy told him it works well. Councilmember Sturgess stated Adirondack Landscaping did an awesome job. Supervisor Palcovic noted the savings in the rental fee of \$18,000.00 alone next year. This was an effective cost savings project.

Lakes Management Program – Mr. Harazin thanked the supervisors, the bookkeeper and Mr. Olm for their help with the grant application which will be for 2027 & 2028. He has received strong letters of support from several partners including, Adirondack Water Shed Institute, Caroga Lake Marine, Canada Lake Marina, East Caroga Lake Environmental Assoc., and the Town of Stratford. Caroga was rated second in roadside decontamination programs. We are very active here. The application is due next week. The state online system for grants is very complex. Milfoil in the Caroga lakes is not a new infestation so we were not eligible for some recent funding. It is important to keep putting our hat in the ring for funding.

Councilmember Glenn noted Leigh Anne will be putting together a posting for the diver program. He is working on a job description. This will be posted in the next 4 – 6 weeks.

Mr. Harazin will get final vouchers in for reimbursement and also submit quarterly reports. Supervisor Palcovic received letters in the mail of support from Stratford and Pleasant Lake, he will forward them to Mr. Harazin.

Town Hall Building – Councilmember Cooper received a quote for the door in the gym. The cost was \$8,000.00. Putting in one door was suggested by the supervisor as was contacting Adirondack Landscaping for an estimate.

The clerk reminded Mr. Cooper about the lack of heat in the Assessor's office. Supervisor Palcovic stated they were going to put in for a new roof top unit in the budget. Councilmember Cooper will call Josh Wilson for a quote.

Tourism Committee – Councilmember DeLuca didn't have anything to report new on tourism. The year finished up with a cold, but successful, tree lighting she heard.

Supervisor's Report: Supervisor Palcovic noted the Adirondack Park Agency approved the rezoning of parcels 68.5-4-6, 68.6-1-2, 68.6-1-2 and 68.5-2- 15 from Conservation to Hamlet. The letter came from Barbara Rice the Executive Director of the APA. The supervisor noted the maps will have to be updated. The Supervisor thought there would be more to come.

Councilmember Glenn noted we are going to have the same situation with the zoning of the new highway barn. The Supervisor noted the parcel was alienated twenty some years ago from being park land so a cell tower could go there as well as a salt barn. In reviewing the engineering documents for the Verizon antenna that is going on the existing tower he notices the land was listed as conservation. The supervisor noted you couldn't put a salt barn in a conservation zone. Things get missed and corrective action will be taken. Especially since we are building a future highway garage

down there. He noted highway garages are also not allowed. The Supervisor thanked the Assessor, and the Town Clerk with the process.

The public comments portion of the meeting was opened at 7:07 pm. No one addressed the board.

Old Business: The Supervisor noted this came up at last month's meeting and there was a question on approving a popup taproom for Pine Lake Lodge in 2026 on 1/31, 2/7, 2/14, 2/21, & 2/28 [Only allowed 4 per year] He noted that Stump City Brewing supports activities at Pine Lake. Board approval is needed for the ABC Board. Approval by the board is needed because they are having more than four events.

RESOLUTION #2025-125 that Pine Lake Lodge be approved for pop up alcohol beer serving events on 1/31, 2/7, 2/14, 2/21 and 2/28 was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on December 10 ,2025.

WHEREAS, the town was notified that Pine Lake Lodge desires to hold five events using an off-site license by Stump City Brewery, and

WHEREAS, approval by the Town Board is needed as only four events are allowed yearly without comment/support by the board, now therefore be it

RESOLVED, that the Caroga Town Board does hereby move to approve the popup alcohol/ beer serving events on 1/31, 2/7, 2/14, 2/21 and 2/28 at Pine Lake Lodge by Stump City Brewery.

Seconded by Councilmember DeLuca

Discussion: Councilmember Sturgess asked when a pop-up brewery is set up where does the sales tax revenue get recorded. Mr. Sherman stated they don't have to do that because they are in the Town of Johnstown. The sales tax for his business down in Mecos gets pooled together and sent out to the towns. Caroga gets a percentage of whatever is made by them. Councilmember Sturgess thought they pretty much knew how much Caroga Lake brings in in sales tax, but when they are offsite it is pulled away from Caroga Lake. The Supervisor noted Caroga gets a percentage of the pie based on a formula. It is weird how that works. The supervisors noted our portion of the sales tax went up greater than other towns in the last disbursement. The town has had growth with our various businesses, Dollar General, the stores, bars, and Royal Mountain.

Councilmember Cooper noted Pine Lake was a bar and now it is not a bar, but now it is a situational bar during snowmobile season. Will there be a point where they apply for their own liquor or beer license? It was noted that Pine Lake Lodge is an Air B & B. The code officer inspects that because with the volume of rooms it is in a different public safety classification. That is different from an Air B & B. Councilmember Cooper wanted to talk about this. He needed more clarification before there is a vote. Matt Sherman stated that the State Liquor Authority (SLA) will not allow them to have two business at one location. He would have to lease the property and then lease it back to the owner. Then you would have to lock doors....Councilmember Cooper stated or he could apply for a liquor license. Then the owner would take on the liability. Councilmember Sturgess noted we have lost several businesses in the past six years to the point we have one bar for people to go to. The question

“is doing these pop-up tap rooms, is it the right thing or the wrong thing?” Mr. Sherman stated they reached out to the SLA for a satellite location at Shermans. He has been to Albany three times to meet with legislators every January. He is lobbying to change the law on these things. To open up the license to be able to have a satellite location in other locations. They use NYS farm products so they have more of an incentive than other brewery’s do. They want to make Sherman’s a satellite tap room. They need more performance of buildings before they do that. The SLA has specific guidelines on this. Mr. Sherman noted there have to be certain doors so people at the lodge cannot enter into that area. If there was a liquor license there people couldn’t stay upstairs.

The clerk asked is this why Stump City has three applications pending with the ABC board right now? “Yes,” was the reply. they applied for a satellite location at Sherman’s then they got into a leasing conversation. They talked about leasing it and then leasing it back. Mr. Sherman noted the brewery has recently contacted a lawyer to work with the SLA. It is an investment in the future. This is a very small populated area for a brewery. If they just relied on just the Mecco location, it wouldn’t work. The clerk asked about the temporary status of those licenses, until they get approved. Mr. Sherman stated “we rescinded those.” The clerk stated the licenses are listed as AA right now they have no designation, they are temporary and in flux right now. Again, it was noted they were submitted and rescinded. “They just didn’t take it off the website.” They applied for Sherman’s and then pulled it back because of that bind. They are trying to figure things out.

Councilmember Sturgess stated this is not directed toward his business. Along the Pine Lake Lodge side, he noted that business up here in the winter is wicked. In the summer there is ten times the people. The gravy days are the ones they want someone up there. These are the days that are going to potentially take massive amounts of income away from the others businesses that are open 365 days a year. They have picked days of poker runs with people going up to Speculator for a long ride. Councilmember Cooper stated it is cherry picking. Supervisor Palcovic stated that is the case with Sherman’s he wants to be able to stop in there and have a beer. Supervisor Palcovic thought it should be up to the Caroga Arts Collective to get a full liquor license, or Pine Lake Lodge.

Mr. Sherman noted if they get a liquor license but only sell their beer there it is breaking the “tied house,” law. Councilmember Sturgess asked if Mr. Sherman ever looked into 1% ownership then the liquor license can be applied for. As a manufacturer Mr. Sherman stated he can’t own a bar. He has done a lot of research. He has talked to so many people involved in these things. He is trying to figure things out. Mr. Sherman noted they are growing with Shermans. They upgraded their capacity because of them. They could have gone to Troy or Albany where there is the population to support a brewery. They are an award-winning brewery. Mr. Sherman stated he hasn’t made a dime from the brewery. His brother is the only full-time employee.

Councilmember Sturgess stated he doesn’t like it but it would take away from the town. His fear is the other businesses. Councilmember DeLuca noted we aren’t going to change anything being talked about for this winter. It was noted that this will be the third year that Pine Lake has done this. They discussed doing more dates at Pine Lake. Councilmember Cooper is a snowmobiler and he looked

forward to stopping at Pine Lake Lodge when it was open on the trail all the time for food and drink. It has always been a perfect spot for them for years. He thinks it should be open all the time.

Councilmember Glenn thought if it was approved this year, it could be revisited next year.

They have applied for five satellite locations. He noted it is free to submit for the permit.

Supervisor Palcovic stated he is doing everything he can do. The board needs to engage the property owner to...Councilmember Cooper was not trying to roadblock this thing.

The supervisor asked if there was any more conversation on this. Councilmember Glenn stated we need to revisit this going forward.

Adopted by a vote of five (5) Ayes: Palcovic, Glenn, DeLuca, Sturgess, Cooper

Councilmember Glenn thought this needed to be more from the board side. He thought the owners should be here tonight.

Next on the agenda was canceling of the contract with Caroga Lake Volunteer Fire Company. Previously the board went forward with a one-year contract.

RESOLUTION #2025-126 to cancel the existing five-year contract with Caroga Lake Volunteer Fire Company was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on December 10, 2025.

WHEREAS, the town negotiated a one-year contract with the Caroga Lake Volunteer Fire Company, and

WHEREAS, there is a need to cancel the existing five-year contract with Caroga Lake Volunteer Fire Company which was set to expire on December 31, 2028, now therefore be it

RESOLVED, that the Caroga Town Board does hereby move to terminate the existing five-year contract with the Fire Company.

Seconded by Councilmember Sturgess

Adopted by a vote of five (5) Ayes: Palcovic, Glenn, DeLuca, Sturgess, Cooper

The next step was to accept the one-year contract with the Caroga Lake Volunteer Fire Company.

RESOLUTION #2025-127 to accept the one-year contract with Caroga Lake Volunteer Fire Company was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on December 10, 2025.

WHEREAS, the town held a public hearing on the 2026 contract with Caroga Lake Volunteer Fire Company on Wednesday November 12, 2025 at 7:00 pm at Caroga Town Hall, without any public comment for or against, and

WHEREAS, the amount of the one-year contract is \$229,433.00, now therefore be it

RESOLVED, that the Caroga Town Board does hereby move to enter into a one-year contract effective January 1st 2026 with Caroga Lake Volunteer Fire Company and ending on December 31, 2026.

Seconded by Councilmember DeLuca

Adopted by a vote of five (5) Ayes: Palcovic, Glenn, DeLuca, Sturgess, Cooper

RESOLUTION #2025-128 to officially appoint Roy Stock as the Deputy Highway Superintendent until January 1. was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on December 10, 2025.

WHEREAS, the town received and accepted the resignation of Roy Stock on October 14, 2025 and

WHEREAS, the board didn't appoint a deputy highway superintendent at that time, now therefore be it

RESOLVED, that the Caroga Town Board does hereby move to officially appoint Roy Stock as the Deputy Highway Superintendent until January 1.

Seconded by Councilmember Glenn

Adopted by a vote of five (5) Ayes: Palcovic, Glenn, DeLuca, Sturgess, Cooper

Supervisor Palcovic then moved to correspondence and the letter from Stump City Brewery LLC asking for a letter of support for Shermans for the pop-up permit for 21 dates in 2026.

Mr. Livingston a member of the public stated that it was a lot. Supervisor Palcovic agreed. Mr. Livingston asked where the owner was. Stephanie Price Wong spoke up as a representative of the Caroga Arts Collective as an executive director. She stated they were participating in the winter carnival this year. Usually, their permits start in the summer. It was noted they are having more concerts this summer as well. Mr. Sherman noted the problem at Sherman's is they can never premise as a brewery. He can have outdoor stuff but there has to be specific seating areas. If they leased the inside of the building or they got a bottle license on the inside. They would only have that as the designated area. Supervisor Palcovic referred to the earlier conversation, he would love to see full time business. We want business in town. Mr. Ruby stated they also want business in town. This is for the good of the community. They are trying to be a central part of the what is happening in town. They have a master plan. Mrs. Price Wong noted the plan talks about being year-round as well. They are about five (5) years out from that. Their "focus is more of an educational and performing space type of organization, but obviously with performance comes enjoyment of a beverage." Mr. Sherman from Stump City noted his continued talks with SLA. In the CAC five-year plan, they see a restaurant and a bar. They have been talking with Union Hall and "Stump" to have a cooperation of a full restaurant and bar. There will be an upstairs jive as well, we always have weddings, and proms in the spring. Supervisor Palcovic stated there is an agenda for growth. Mr. Sherman stated that as a business owner one thing that worries him is that SPAC is run by Air Mark and they are a conglomerate of Live Nation. That money doesn't stay there.

The clerk stated she was questioned by the public about the night of the meeting about the road closure in August. The bar was open. The clerk stated that probably wasn't on your list of events for this year. Councilmember DeLuca stated she was at that meeting and there were lots of people there with coolers and drinking beer. They brought their own and there were a lot of them. Mr. Sherman stated that is a liability not only for you guys (the town) but also for these guys (CAC). The question is was the premises open and serving? They didn't recall. Mr. Sherman was standing behind the bar, where he is comfortable and does pride himself on following the law. If they mess with the SLA they can seize their home. The Supervisor noted if someone has an agenda... The clerk noted she was not there. Mr. Sherman stated is it a problem if he drinks his own beer off his own tap?

RESOLUTION #2025-129 to go forward in a positive note and support the 21 dates was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on December 10, 2025.

WHEREAS, the town was notified that Shermans desires to hold twenty-one events using an off-site license by Stump City Brewery, and

WHEREAS, approval by the Town Board is needed as only four events are allowed yearly without comment/support by the board, and

WHEREAS, most of the dates are tied to other activities in town, now therefore be it

RESOLVED, that the Caroga Town Board does hereby move to recommend allowing Stump City Brewing LLC to serve at Shermans for the CAC on 2/1, 5/23, 7/3, 7/11, 7/15, 7/18, 7/22, 7/24, 7/25, 7/29, 7/31, 8/1, 8/5, 8/7, 8/8, 8/12, 8/14, 8/15, 8/29, 9/5 & 9/12 in 2026.

Seconded by Councilmember DeLuca

Discussion: Supervisor Palcovic stated he raised the flag initially it was a lot of dates but there are a lot of things going on in town and that is a positive thing. Councilmember Glenn asked if there was a limit to the number. Mr. Sherman replied "yeah, I think that is our limit right there." He noted you used to be able to get 12 for six months and then another 12 for six months. Then all of the sudden it was gone. They just changed the rule. He noted they "get deficiency letters like you wouldn't believe." "Every single one of these there will be deficiency letter." They pay for each permit.

Adopted by a vote of five (5) Ayes: Palcovic, Glenn, DeLuca, Sturgess, Cooper

Mr. Sherman left the meeting. He was thanked for attending.

New Business: Re-appoint Assessment Review Board member Karen Wheeler term to expire 9/30/2030

RESOLUTION 2025-130 to re-appoint Board of Assessment Review member Karen Wheeler – (Kidder) was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on December 10, 2025.

WHEREAS, the town was notified by the County Real Property Director via email that the term of Board of Assessment Review member Karen Wheeler –Kidder expired on September 30, 2025, and

WHEREAS, Supervisor Palcovic did contact Ms. Wheeler about serving again on the Board of Assessment Review, now therefore be it

RESOLVED, that the Caroga Town Board does hereby move to reappoint Karen Wheeler-Kidder to the Board of Assessment Review and whose term shall end on September 30, 2030.

Seconded by Councilmember Glenn

Adopted by a vote of five (5) Ayes: Palcovic, Glenn, DeLuca, Sturgess, Cooper

The board members discussed setting the date and time for a year-end meeting.

RESOLUTION 2025-131 to set the date for the year end meeting was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on December 10, 2025.

WHEREAS, Supervisor Palcovic and Councilmember DeLuca will be going off the board on December 31, 2025, and

WHEREAS, the board desires to have a year end meeting to pay bills and conduct any and all business to come before them, now therefore be it

RESOLVED, that the Caroga Town Board does hereby move to set Monday December 29th at 6 pm.

Seconded by Councilmember DeLuca

Discussion: The clerk asked if the bookkeeper mentioned the date by which she wanted the bill submitted by? The clerk needed to know for the legal notice in the newspaper.

The resolution was **AMENDED** by Supervisor Palcovic to include the date of December 23, 2025 by which time all claims against the town shall be submitted, and Seconded by Councilmember Sturgess.

Adopted by a vote of five (5) Ayes: Palcovic, Glenn, DeLuca, Sturgess, Cooper

RESOLUTION 2025-132 to cancel the contract for use of old Fire House for the supporting golf course operations was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on December 10, 2025.

WHEREAS, several members of the town board have worked on the renovation project to turn the old salt shed into the golf course maintenance space, and

WHEREAS, the project will be finished per the contract on December 31, 2025, now therefore be it

RESOLVED, that the Town of Caroga does hereby move to cancel the contract for use of old Fire House with Mr. Zeiter effective December 31, 2025.

Seconded by Councilmembers Sturgess and Glenn simultaneously.

Adopted by a vote of five (5) Ayes: Palcovic, Glenn, DeLuca, Sturgess, Cooper

Supervisor Palcovic stated the next is a late agenda item, for Mr. Fancher being the liaison for the project. For the reimbursement of his time and effort.

RESOLUTION 2025-133 for Mr. Fancher being liaison for the project was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on December 10, 2025.

WHEREAS: The Town of Caroga, Town Board has approved construction/reconstruction of the Highway Department Pole Barn for Conversion to a Golf Course maintenance storage facility.

WHEREAS: The Town of Caroga engaged the services of a professional engineer to provide design services for this reconstruction project.

WHEREAS: The Town Code Enforcement officer, Anthony Fancher was assigned the task of Liaison for the project conveying information, changes orders and corrective actions necessary from the contractor to the building project over sight Town Board members

WHEREAS: Capital projects Liaison is not within the scope of his duties as Town of Caroga Code Compliance officer.

WHEREAS: The Capital budget has forecasted an appropriate dollar amount to provide for construction Liaison of this project.

WHEREAS: Anthony Fancher is entitled to a stipend for his efforts as project Liaison of the Project representing the Town of Caroga for his effort upon substantial completion of this project

WHEREAS: Mr. Fancher is a salaried civil service employee and a stipend can be deemed appropriate as discussed with both The Fulton County Attorney and the Town of Caroga Attorney as above and beyond duties outside civil service descriptions, now be it

RESOLVED: that Mr. Fancher is entitled to file the appropriate Town of Caroga Voucher at the substantial completion phase for a sum of \$3,000.00 and not to exceed project budgetary limits.

As a side bar Supervisor Palcovic stated he has a lot of time invested talking to lawyers including the Association of Towns. Our own attorney and at the county level felt the term liaison is appropriate. And stipends are appropriate.

Seconded by Councilmember Glenn

Discussion: The clerk noted with her conversation with the Association of Towns it is inappropriate for a code officer to oversee his own work and approve it. The clerk noted Councilmembers Cooper and Sturgess were appointed the liaisons to oversee the project. Mr. Fancher acting in his capacity as town employee/code officer can oversee and get paid to inspect the project. Councilmember Sturgess stated it wasn't his own project. The supervisor stated he wasn't overseeing it. Councilmember Sturgess explained he is taking the plans that were designed and confirming that that he is doing exactly what the plans state. The clerk stated that is his job as code officer. NO was Councilmember

Sturgess's reply. To make sure he is putting a jack stud above a window - that is code. Another example is if there is only one outlet and the plans call for four on a wall. The clerk stated that Councilmember Sturgess is the liaison.

Councilmember Sturgess stated for the next million-dollar project you are going to have board members as liaisons to that as well. The clerk noted for that you are going to hire a project manager. Councilmember Sturgess saw zero issues with this. Every municipal project has a project manager/liaison. The clerk stated it is not the person who is inspecting it, per AOT. Supervisor Palcovic stated he is conveying information back – change orders to these guys (Sturgess & Cooper) He presents it to them. The clerk asked if the supervisor had this in writing?

Adopted by a vote of four (4) Ayes: Palcovic, Glenn, Sturgess, Cooper Opposed - DeLuca but not because of the discussion.

Correspondence: Supervisor Palcovic reads the list below.

Transfer Holiday Hours: Caroga is open both Christmas Eve and New Years Eve reg. hours.

List of one year delinquent taxes from newspaper and foreclosure parcels from FC Treasurer.

Letter of support from East Caroga Lake Environmental Assoc for grant

Email from Town of Bleecker terminating Garbage Contract. Supervisor Palcovic commented that he guessed we've formalized we are not picking up the Town of Bleecker garbage.

RESOLUTIONS:

RESOLUTION #2025-134 to make the following transfers as necessary to maintain a balanced budget was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on December 10, 2025.

WHEREAS, the bookkeeper Joanne Young has determined that the following transfers are necessary, now therefore be it **RESOLVED**, that the following transfers be made:

To: A1440.4 Engineers \$ 17,000.00
From: A8090.13 WEED Diver/Tender \$ 17,000.00

To: A1450.4 Elections \$ 135.00
From: A1990.4 Contingency \$ 135.00

To: A1620.4 Building C/E \$ 1,500.00
From: A8090.13 WEED Diver/tender \$ 1,500.00

To: A1620.42 Golf Course Bldg. \$ 1,500.00
From: A1670.41 GC Print/Mail \$ 700.00 A6410.41 GC publicity \$ 800.00

To: A3310.40 Traffic Control \$ 330.00
From: A5010.40 Highway Supt C/E \$ 330.00

To: A6770.42 Programs for the Aging \$ 50.00
From: A1990.4 Contingency \$ 50.00

To: A9010.80 Retirement \$ 2,400.00

From: A9060.8 Health Ins \$ 2,400.00

To: DA5110.11 General Repairs P/S \$ 1,150.00
From: DA5141.1 Snow Removal P/S \$ 1,150.00

To: DA9010.8 Retirement \$ 7,400.00
From: DA5141.1 Snow Removal P/S \$ 7,400.00

Seconded by Councilmember DeLuca

Adopted by a vote of five (5) Ayes: Palcovic, Glenn, DeLuca, Sturgess, Cooper

RESOLUTION #2025-135 to fund the following reserves as set up in the budget was offered by Supervisor Palcovic at the regular monthly meeting of the Caroga Town Board held on December 10, 2025.

WHEREAS, the Caroga Town Board desires to fund various reserves as funded in the 2026 budget, now therefore be it

RESOLVED, that the board does hereby move to fund the following reserves as listed.

Capital Reserve Fund \$20,000
Garbage Truck Reserve \$20,000
Golf Course Equip Reserve \$25,000
Golf Course Improvements Reserve \$20,000
Highway Equipment Reserve \$25,000

Seconded by Councilmember Glenn

Discussion: Councilmember Glenn asked Roy Stock if the highway equipment reserved was supposed to be more than that. Mr. Stock replied there is more in there than just that. Councilmember Glenn understood that. Board members DeLuca and Sturgess noted that is what is being funded at year end. Mr. Stock stated that is what we have left at year end. The supervisor stated that is your fund balance rolling over.

Adopted by a vote of five (5) Ayes: Palcovic, Glenn, DeLuca, Sturgess, Cooper

Supervisor Palcovic made the motion to approve the minutes of the November 12, 2025 Town Board meeting. The motion was seconded by Councilmember DeLuca. All board members were in favor of the motion: Palcovic, Glenn, DeLuca, Sturgess, Cooper

Supervisor Palcovic made the motion approve the bills as presented for audit. The clerk noted with one additional voucher for petty cash for tax collection in the amount of \$300.00. The motion was seconded by Councilmember Sturgess. All board members were in favor of the motion: Palcovic, Glenn, DeLuca, Sturgess, Cooper.

Mr. Stock asked if he had to sign the Bleecker termination contract? The clerk replied No, that she received a copy of the resolution made by the Town of Bleecker to terminate the contract. Councilmember Sturgess asked if it could be emailed to everyone. The clerk stated it was sent to the board members in their meeting packet sent out on Saturday.

Councilmember DeLuca noted that as her last meeting she would like to thank the public for the opportunity to serve the town for four years. (applause)

Supervisor Palcovic also thanked everybody for their support. (Councilmember Sturgess received a phone call and had to leave the meeting) We have pretty much worked as a pretty good team – Mr. Cooper, Mr. Glenn, Linda, Roy. We got along – productivity. The golf course barn is a start. The engineering for the new clubhouse is well underway. In leaving the last engineering meeting, it was noted that breaking ground in the spring was an absolute.

At 8:01 pm Supervisor Palcovic made a motion to adjourn the meeting. Councilmember 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

General voucher #'s 439 – 461	\$ 29,865.27
Prepaid voucher #'s 322 - 354	\$111,847.36
General Park voucher #'s 96 – 100	\$ 1,612.76
Highway voucher #'s 200 -1 214	\$ 6,964.87
Pole Barn voucher #'s 7 – 8	\$ 48,159.26