

State of New York  
County of Fulton  
Town of Caroga

Minutes of the Caroga Town Board organizational meeting held on January 8, 2026 at 6:30 pm at Town hall with the following board members in attendance by roll call. The salute to the flag followed.

Supervisor John Glenn - Here  
Council Member Richard Sturgess - Here  
Council Member Matthew Cooper - Here  
Council Member Kimberly Walker - Here  
Council Member Greta Frasier - Here

Also in attendance were Scott Horton – Former Town Supervisor, and Debbie Correll, Jeremy Manning – Wheelerville Bike Trail Coordinator, Anthony Russitano Zoning Board of Appeals Chairman, Marcus Harazin – Invasive Species committee, Michael Voght – custodian, John Livingston – Board of Assessment Review Member, Roy Stock – Highway Superintendent, Anita Long – Comprehensive Plan Member, and Douglas Purcell – alternate member to the Planning Board.

**RESOLUTION #2026-001 - stating organizational business – miscellaneous** was offered by Supervisor Glenn at the Town of Caroga organizational meeting held Thursday, January 8, 2026.

**WHEREAS**, the town board reviewed and voted upon the following information to conduct business in the Town of Caroga, in the year 2026, and

**WHEREAS**, the Financial Institutions the town is authorized to do business with are: NBT Bank, Key Bank, Community Bank, and M & T Bank, and

**WHEREAS**, the regular meetings of the Town Board of the Town of Caroga will be held on the second Wednesday of each month at 6:30 pm, and

**WHEREAS**, the Supervisor is authorized to do the following: Invest money anytime that there is money to invest, pay fixed bills such as telephone, electric, fuel, propane, salaries, contract and insurance, etc., when due and pay monthly salaries of elected officials, and

**WHEREAS**, the reimbursement rate for mileage for the year 2026 will be \$0.72.5 per mile per IRS regulations and detailed logs shall be kept and submitted monthly, and

**WHEREAS**, the Highway Superintendent is authorized to spend up to \$2,000.00 without prior approval, from \$2001.00 - \$5,000.00 with Supervisor approval, over \$5,000.00 with Town Board approval, keeping within budget appropriations for operational supplies and in accordance with the Procurement Policy, and

**WHEREAS**, the official newspaper is The Leader Herald, and

**WHEREAS**, if an elected or appointed official is going to be out of town for more than 48 hours, the Town Clerk shall be notified, and it should be marked on a calendar in the Town Clerk's office, and

**WHEREAS**, the holidays observed in the Town of Caroga shall be New Year's Day, Martin Luther King Day, Good Friday, Memorial Day, Independence Day, Labor Day, General Election Day, Columbus Day, Veterans Day, Thanksgiving Day, Christmas Day, & Juneteenth, now be it

**RESOLVED**, that the Caroga Town board does hereby move to set the above-mentioned organizational business in the Town of Caroga.

Seconded by Council Member Cooper

*Discussion:* Council Member Walker asked if notification for being out of town was for during the week or did it apply to weekends too? Any two days was the response.

Adopted by a vote of five (5) Ayes: Glenn, Sturgess, Cooper, Walker, Frasier

**RESOLUTION #2026 – 002 to appoint the legal firm of Girvin & Ferlazzo as Attorney to the Town of Caroga for the year 2026** was offered by Supervisor Glenn at the organizational meeting held Thursday, January 8, 2026.

**WHEREAS**, the Caroga Town Board desires to appoint a town attorney for the year 2026, now therefore be it

**RESOLVED**, that the Caroga Town Board does hereby move to appoint the firm of Girvin and Ferlazzo of 20 Corporate Woods Blvd. Albany NY 12211 as attorneys for all matters for the town.

Seconded by Council Member Frasier

Adopted by a vote of five (5) Ayes: Glenn, Sturgess, Cooper, Walker, Frasier

**RESOLUTION #2026-003 to create the position of Deputy Supervisor** was offered by Supervisor Glenn at the organizational meeting held on Thursday, January 8, 2026.

**WHEREAS**, the Caroga Town Board desires to create the position of (paid) Deputy Supervisor, and

**WHEREAS**, funding would come from A1220.11 with a salary of \$1,500.00 for the year 2026 budget year, now therefore be it

**RESOLVED**, that the funding for this line comes from A1010.41 Grant Writer C/E, which has a balance of \$10,000.00.

Seconded by Council Member Cooper

Adopted by a vote of five (5) Ayes: Glenn, Sturgess, Cooper, Walker, Frasier

**RESOLUTION #2026-004 to set salaries in the Town of Caroga for the year 2026** was offered by Council Member Sturgess at the organizational meeting held on Thursday, January 8, 2026.

**WHEREAS**, the Caroga Town Board, as part of its organizational meeting, desire to set the salaries of town officials and staff for the year 2026, now therefore be it

**RESOLVED**, that the Caroga Town Board does hereby move to set the following salaries:

**Bi-weekly**

Clerk \$51417/annual -	\$1,977.57/ bi-weekly
Registrar \$885 / Annual	\$ 34.04/ bi-weekly
Bookkeeper \$29,855/annual	\$1,148.27/ bi-weekly
Budget \$3,422/ Annual	\$ 131.62/ bi-weekly
BTI director - \$17,480/Annual	\$ 672.31/ bi-weekly
Highway Superintendent – 70,200/Annual	\$ 2,700.00 / bi-weekly
Golf Superintendent \$72,420/annual	\$ 2,785.38/ bi-weekly
Codes Enforcer \$ 61,787/ annual	\$2,376.42 /bi-weekly
Assessor \$31,200/Annual	\$1,200/ bi-weekly

**Monthly**

Councilman (4) \$3,600/ annual	\$ 300.00/ month
Justice - \$22,880/ annual	\$1,906.66/ month
Court clerk - \$9,360/ annual	\$ 780.00/ month
Supervisor - \$18,000/ annual	\$1,500/ month
Deputy Supervisor - \$1500 /annual	\$ 125/ month
Dog Warden \$5,869/ annual	\$ 489.09/ month
Highway Secretary - \$2510/annual	\$ 201.00/ month
Recreation trail manager \$24,000/ annual	\$2,000.00/month
Seasonal	
Youth Director	\$6,400/ annual
Youth Lead Teacher	\$2,300/ annual
WEED director -	\$16,000/ annual
Boat Wash Coordinator	\$2,370/ annual

**Yearly**

Webmaster	\$750/ annual
Historian	\$800/ annual
Deputy Highway Superintendent	\$2,510 / annual

Substance Compliance Officer \$1,000 /annual

**Hourly Bi-Weekly (year-round)**

Deputy Clerk	\$18.10/ hr.
Town Clerk #2	\$ 16.25/hr.
Building Maintenance	\$18.00/ hr.
Confidential Secretary	\$18.00/hr.
Human Resources	\$18.00/hr.
Codes Secretary -	\$16.00/ hr.
Highway – MEO	by contract
Highway – Mechanic	by contract
Zoning/Planning Clerk	\$20/hr.
BTI Tech (I)	\$16.00/hr.
BTI Tech (II)	\$17.00/hr.
Laborer (Golf Course I)	\$16.90/hr.
Laborer (Golf Course II)	\$17.50/hr.
Pro Shop Manager	\$19.00/hr.
First year Diver	\$23.50/ hr.
Senior Diver	\$26.50/ hr.
Lead Diver	\$27.00/ hr.
Shift Diver	\$26.75/ hr.
Tenders- first year	\$16.00/hr.
Tenders- senior	\$16.50/hr.
Boat Wash/Stewards	\$16.00/hr.
Summer Youth/Recreational	\$16.00/hr.
Summer Youth/Bus Driver	set by school district
Summer Youth/ Lifeguard	\$17.00/hr.
Head Counselor	\$18.50/hr.

Seconded by Supervisor Glenn

**Discussion:** Council Member Sturgess asked about the various diver titles. Supervisor Glenn stated they would be trying something experimentally with the divers. They will have to be modified. There will be a lead diver. There will be equipment capable of monitoring/mapping the bottom of the lakes for Eurasian Milfoil. This information will be posted on the web. The divers may be on call with one diver full time.

The clerk asked the board about defining the titles of Laborer Golf Course I, Golf Course II. Usually, the resolution gives more details on years worked for the town.

Council Member Sturgess replied, “how about we just do it how we’ve done it in years past.”

Adopted by a vote of five (5) Ayes: Glenn, Sturgess, Cooper, Walker, Frasier

The board discussed the reappointment of John Ivancic. He is interested in serving on the Planning Board again.

Supervisor Glenn noted there are still two seats on the Zoning Board available. He noted that the term of Zoning Board Member Pat Cooper expired on December 31, 2025. Anthony Russitano chairman of the zoning board of appeals reached out to here and she does desire to continue. It was noted that she has to upgrade her training education which she has not done in two years. Ms. Cooper was reappointed with the caveat that she has 30 days to comply the necessary four hours of training from last year.

Zoning Chairman Russitano nominated Scott Horton for the open seat on the Zoning Board and Douglas Purcell as the alternate. Mr. Purcell respectfully declined.

Supervisor Glenn stated he knows Scott Horton – he was the former Supervisor and was one who originally wrote the codes he believes. Supervisor Glenn asked the board for their opinion on Mr. Horton. Council Member Sturgess stated that Mr. Russitano was given a resume a couple of months ago of somebody else. He was to get back to the board, but the board has not heard back from him. In reviewing the resume Mr. Russitano stated that it wasn't up to standard compared to other people. Others were approached by Mr. Russitano but he is going back to Scott Horton.

Supervisor Glenn then stated all in favor of appointing Scott Horton to the Zoning Board say Aye. Supervisor Glenn responded Aye. Opposed were Council Members Sturgess and Cooper. Council Member Frasier recused herself from this vote. In being transparent she has done research due to her relationship with the town code officer. She spoke to Association of Towns and received information from the town attorney. There is possibility a conflict of interest – in common law. Council Member Walker then stated she will vote for Scott. Supervisors Glenn asked how do we want to break the tie.

Mr. Russitano noted he went through a process also. He talked to the director of the New York Planning Federation, she stated there was no conflict between Council Member Frasier and her vote on a Zoning Board Member. Mr. Russitano also contacted the town attorney and received an email letter back from him. He has spent a lot of time on this and wants to get it done.

Council Member Sturgess asked Mr. Russitano who gave him the authority to contact the town attorney on this matter. Supervisor Glenn gave Mr. Russitano permission to call him anytime.

The letter from J. Girvin was read by Council Member Sturgess. The letter noted that “the code officer was not the individual who the board is looking to appoint to the Zoning Board of Appeals.” The attorney further states that he “agrees with the statement made by the NYS

Planning Federation which indicates that there is no conflict of interest for Greta Frasier to vote on this matter pursuant to New York State General Municipal Law.”

Council Member Frasier stated that the response she received from the Association of Towns (AOT) was that it fell under the common law for a conflict of interest. In the long term if there was ever an issue between the code office and the ZBA it could come back against the town because she did or did not cast a vote to put somebody on that board. She did not want to set the town up for any more litigation. She again stated she was recusing herself from this vote.

Council Member Frasier stated that AOT stated that the board could make a resolution that the chairman of the board could make the final decision, but that may be a conversation for the future.

Supervisor Glenn stated the matter was tabled, he would get back in touch with the attorneys.

Council Member Walker offered the name of Jeff McGillis as an alternate, or whatever. Council Member Walker thought he was very fair. The clerk stated that Mr. McGillis stopped at her house yesterday to ask about the open position and what it entailed.

Council Member Sturgess suggested taking some time and talk to the people who have expressed interest. Council Member Cooper agreed.

The clerk asked to go back as the board voted on the appointment of Mr. Horton but not the others. Council Member Frasier asked that the resolutions be made separately.

**RESOLUTION #2026-005 to re-appoint Planning Board Member Ivancic** was offered by Supervisor Glenn at the organizational meeting held Thursday, January 8, 2026.

**WHEREAS**, the term of John Ivancic member of the Planning Board expired on December 31, 2025, and

**WHEREAS**, Mr. Ivancic was contacted and stated that he wished to continue to serve as a Planning Board Member, now therefore be it

**RESOLVED**, that the Caroga Town Board does hereby move to appoint John Ivancic of Kasson Drive to a seven (7) year term on the Planning Board with the term expiring on December 31, 2032,

Seconded by Council Member Cooper

**Discussion:** The clerk stated that Mr. Ivancic said that he may not fill out the term but wanted to serve again.

Adopted by a vote of five (5) Ayes: Glenn, Sturgess, Cooper, Walker, Frasier

**RESOLUTION #2026-006 to re-appoint Zoning Board of Appeals Member Cooper** was offered by Supervisor Glenn at the organizational meeting held Thursday, January 8, 2026.

**WHEREAS**, the Zoning Board of Appeals seat of Pat Cooper expired on December 31, 2025, and

**WHEREAS**, Anthony Russitano Chairman of the Zoning Board of Appeals reached out to her and she does desire to continue to serve on the Zoning Board, and

**WHEREAS**, it was noted that she has to upgrade her training education which she has not done in two years, now therefore be it

**RESOLVED**, that Pat Cooper of County Highway 137 was reappointed with the caveat that she has 30 days to comply the necessary four hours of training from last year, with the term expiring on December 31, 2030.

Seconded by Council Member Cooper

Adopted by a vote of four (4) Ayes: Glenn, Sturgess, Cooper, Walker,  
Council Member Frasier recused herself

Supervisor Glenn noted the need to appoint an alternate member to the Planning Board as Kim Walker is now on the town board and Mr. Purcell respectfully declined reappointment.

Supervisor Glenn offered the name of Arthur Wadsworth whom he has met with who has an interest. He lives on S. Shore Road East Caroga and is even minded and has no agenda.

**RESOLUTION #2026-007 to appoint an alternate to the Planning Board** was offered by Supervisor Glenn at the organizational meeting held Thursday, January 8, 2026.

**WHEREAS**, Supervisor Glenn met with Arthur Wadsworth of S. Shore Road East Caroga about serving on the Planning Board, and

**WHEREAS**, Mr. Wadsworth is retired, even minded, and has no agenda, now therefore be it

**RESOLVED**, that Mr. Wadsworth is hereby appointed to serve as an alternate to the Planning Board and whose term shall expire on December 31, 2026.

Seconded by Council Member Sturgess

**Discussion:** Council Member Walker stated she did not know him. Council Member Frasier supports Mr. Wadsworth. She has had conversations with him in the past about town issues and moving forward. Council Member Cooper stated he has tried to get him on the Planning Board before.

Adopted by a vote of five (5) Ayes: Glenn, Sturgess, Cooper, Walker, Frasier

Next Supervisor Glenn noted per Anita Long there is a need to appoint someone from the Planning Board to be on the Comprehensive Plan Committee. Ms. Long noted that town law 16 requires that a member of the Comprehensive Plan Committee also serve on the Planning Board. Her recommendation is to have one of the seven Comprehensive Plan Committee members be appointed to the Planning Board.

Supervisor Glenn asked if that could go visa/versa? It is possible Ms. Long replied. Council Member Walker suggested having the alternate go on the comprehensive board as well.

Council Member Sturgess wanted to spend some time figuring this out. Ms. Long noted that she has volunteered multiple times, but she has not talked with others on the committee. She noted all seven members of the Comprehensive Plan Committee have worked very hard. She noted Mr. Wadsworth has not participated in the Comprehensive Plan meetings and was not up to speed. Council Member Cooper clarified that Ms. Long is saying someone from the Comprehensive Plan serve on the Planning Board and Supervisor Glenn is saying it the other way around.

The matter was tabled.

Supervisor Glenn reported on some positive stuff from the bookkeeper. He stated that “scores” of the golf course, highway, bike trail, boat wash and invasive species reports show that all of the numbers are in the black. This speaks highly of the previous town board. He noted the hard work done by Council Member Sturgess on the golf course and Mr. Stocks work on the highway department. Marcus’s work on invasive species. He wants to keep this rolling.

**RESOLUTION #2026-008 - naming the Sanitation Inspector & Code Enforcement Officer for the year 2026** was offered by Supervisor Glenn at the organizational meeting of the Caroga Town Board held Thursday, January 8, 2026.

**WHEREAS**, the Caroga Town Board desires to name Anthony Fancher of State Highway 10 in the Town of Caroga as the appointed Sanitation Inspector & Code Enforcement Officer in the Town of Caroga, now therefore be it

**RESOLVED**, that Anthony Fancher is hereby appointed Sanitation Inspector & Code Enforcement Officer for the year 2026.

Seconded by Council Member Sturgess

Adopted by a vote of four (4) Ayes: Glenn, Sturgess, Cooper, Walker,  
Council Member Frasier recused herself

**RESOLUTION #2026-009 - naming appointed positions for the year 2026** was offered by Supervisor Glenn at the organizational meeting of the Caroga Town Board held Thursday, January 8, 2026.

**WHEREAS**, the Caroga Town Board desires to name the following persons as appointed officials in the Town of Caroga, now therefore be it **RESOLVED**, that the following persons are hereby appointed for the year 2026.

Registrar of Vital Statistics – Linda Gilbert  
Dog Control – Howard Dutcher  
Health Officer – Howard Dutcher  
Youth Director – Colleen Ricciardi  
Historian – Richard Nilsen  
Confidential Secretary to the Town Supervisor – Leigh Anne Loucks  
Building Maintenance – Michael Voght  
B.T.I. Coordinator – Michael Kunath  
Weed Harvesting Coordinator – to be announced  
Sole Assessor – Leigh Anne Loucks  
Golf Course Manager – Steven Stedman  
Golf Course Club House Manager – to be announced  
Planning Board Chairman – Al Kozakiewicz  
Zoning Board of Appeals Chairman – Anthony Russitano  
Alternate Members to the Planning Board – Arthur Wadsworth TBA?  
Alternate Member to the Zoning Board of Appeals –  
Deputy Town Supervisor – Richard Sturgess  
Deputy Highway Superintendent – Shane Hisert  
Deputy Town Clerk – Judith Aldinger  
2<sup>nd</sup> Deputy Town Clerk – Alyssa Groom  
ZBA, BAR & Planning Board Clerk – Alyssa Groom  
Bookkeeper & Budget Officer – Joanne Young  
Court Clerk – Thelma Subik  
Clerk to the Highway Superintendent – Joanne Young  
Substance Compliance Officer – Joanne Young  
Recreational Trails Manager – Jeremy Manning  
Boat Stewards and Boat Wash Coordinator – John Olm  
Authorized to sign checks in the Supervisor’s absence – Richard Sturgess

Seconded by Council Member Sturgess

**Discussion:** Supervisor Glenn noted the weed harvesting coordinator needed to be discussed. It may fall back on his shoulders. Ms. Long interjected that the alternate planning board member was tabled. Council Member Frasier clarified that that the liaison between the Comprehensive Plan and the Planning Board was tabled.

The clerk was not aware that she wasn’t going to continue on as Substance Compliance Officer. Council Member Glenn has had discussions on this stating they would prefer to go back to the

way it was before previously. The clerk noted that the bookkeeper never did it before. The clerk explained that a company does a random draw, not by pulling a name out of a hat as Supervisor Glenn thought.

Adopted by a vote of five (5) Ayes: Glenn, Sturgess, Cooper, Walker, Frasier

Supervisor Glenn asked if there was any public comment. Hearing none, and having no additional business. The Supervisor stated there was going to be a caucus tonight but unfortunately the people that were invited are sick.

At 7:08 pm Supervisor Glenn made a motion to adjourn the meeting. The motion was seconded by Council Member Cooper. All board members were in favor of the motion. Glenn, Sturgess, Cooper, Walker, and Frasier.

Submitted by Caroga Town Clerk

Linda Gilbert, RMC, CMC