

State of New York
County of Fulton
Town of Caroga

Minutes of the Caroga Town Board regular monthly meeting held on February 11, 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 Chris Foss – Chairman of the Comprehensive Planning Committee, Leigh Anne Loucks - Assessor, Steve Stedman - Greens Keeper, Roy Stock – Highway Superintendent, John Livingston – Board of Assessment Review Member, John Byrnes – Zoning Board of Appeals Member, Anita Long – Secretary to the Comprehensive Planning Committee, and one member of the public.

Council Member Sturgess made a motion to waive the reading of the minutes. Council Member Cooper Seconded the motion. All board members were in favor of the motion; Glenn, Sturgess, Cooper, Walker, Frasier.

Chris Foss Chairman of the Comprehensive Planning Committee spoke for a half an hour to the board giving them an update on the work being done to update the Comprehensive Plan. They have been meeting for a little over a year. Mr. Foss noted the town was awarded a Smart Growth Grant. He noted Anita did most of the application to get the grant. We don't have the money yet and won't for another 3 – 4 months. There are steps to go through. We have a project manager from the state who will help walk us through the process to make sure we meet the qualifications of the grant. There will be an online meeting with her on Friday. The Comprehensive Plan Committee has had a couple of meetings with Environmental Design & Research (EDR) the consultant firm the town allowed the committee to hire. They have been helpful. Work has been started on a request for proposal (RFP) document. Mr. Foss stated they get to pick one of those from who responds to the RFP. The Department of State (DOS) representative will review the RFP to make sure it meets the requirements. The document is in a draft form and has been written and rewritten by Anita Long – Secretary. She has been sending it out to the DOS representative or the EDR consultant. Mr. Foss noted the APA will also have some oversight on this. At the last meeting the committee reviewed the process on how to get the funding. Casandra Liapolt is the project manager from the DOS.

Council Member Cooper asked if the town board will have visibility of the RFP and what is the boards roll and responsibility with the RFP. Mr. Foss was not sure of the boards role but knows they will want to see the RFP.

Council Member Sturgess questioned Mr. Foss about who will be making the selecting from the RFP's that are submitted. Mr. Foss did not know he thought it would be both the committee and the Town Board. The committee will give a suggestion to the town board as to whom they want and note the ones not selected and why.

Council Member Walker asked if the committee had to show receipts of what the money is being spent on prior to getting the grant. No was the response. The proposal will be where the majority of the money is going to – the consultant that is hired. They will have an itemized list in their proposal showing the costs of copying and attending meetings.

Leigh Anne Loucks stated that the committee makes a recommendation to the board and then the board makes the decision on who will be hired. At last month's meeting there was a statement made that the Mohawk Valley Economic Development group would not be hired. Ms. Long was questioned about this after the meeting and their influence on how the RFP is written. Ms. Loucks thought there might be a conflict if they are helping to write a document for the town. Mr. Foss stated that EDR was recommended to the committee because they have worked with the City of Gloversville, and Northville and came highly recommended. At that time, we were unsure if the town would be receiving the grant. That is why the committee asked for their assistance. Mr. Foss stated they will not be writing the RFP. Most of it is boiler plate the DOS says this is what we want to see. The RFP was done in house.

Anita Long noted there are multiple steps outlined in a template that was sent by email to the town board. Another template was handed out to the board. It was reviewed at the committee's last meeting. She noted that once the proposals come back there will be input from the town board. Ms. Long stated she thought the town board should have final vote on who is chosen. The question now is, can the committee go forward with this RFP. It is a 17-page document. Council Member Frasier asked that a copy of the RFP be sent to the board members.

Council Member Sturgess asked how long it will take for the state to approve the RFP. Ms. Long stated they should find that out on Friday. There are two things, one is the contract and the other is the RFP. There are 18 steps. Ms. Long thought the DOS may approve it before the next board meeting. Council Member Sturgess thought the timeline was short for review by the board. Council Member Sturgess did not want to hold up the process. Ms. Long suggested having the board authorize the Supervisor to approve the contract and the RFP.

RESOLUTION #2026-015 to authorize Supervisor Glenn to move forward with the RFP was offered by Council Member Sturgess at the regular monthly meeting of the Caroga Town Board held on February 11, 2026.

WHEREAS, the Comprehensive Plan Committee desires to move forward with the Request for Proposals process, now therefore be it

RESOLVED, that Supervisor Glenn is authorized to move forward with the RFP.

Seconded by Council Member Walker

Discussion: Mr. Foss stated that the RFP is not for public consumption at this point. Council Member Sturgess noted that this was being done so an emergency meeting doesn't have to be called. If the board has concerns, they will reach out to the Supervisor. Mr. Foss stated once the RFP is approved by the DOS it will be emailed to all board members.

Council Member Cooper stated if the supervisor is going to have the authority to approve the RFP based on the Town Board's input, then we need to have a date by which all board members have reviewed the document and given their input. Then the Supervisor can make an educated decision based on the board's feedback.

Mr. Foss wasn't sure if there would be a finished document in a week's time. Council Member Sturgess was confused then. So how can the board review a finished document that the board wants the Supervisor to approve that will be sent to the state if we don't have one. Council Member Cooper asked Mr. Foss when he anticipated having the complete document. Mr. Foss replied, "next month maybe." A date cannot be given to the board at this time. Council Member Cooper clarified, this is for the town to provide it to the DOS. Anita Long stated they gave the town the template. She welcomes input from the town board within the next week if it were sent by email. She would be happy to incorporate their feedback. Council Member Frasier stated but the board can't do that if they don't have a finished document to approve. Ms. Long stated the final document will be very close to what has been drawn up to this point. The DOS gave the town the template. Council Member Cooper clarified once the DOS reviews the RFP and approves it, then the committee will agree and release it. Mr. Foss noted once the committee has that approval, he would email the document to the Town Board and then have the board give Supervisor Glenn the OK to approve it without having to

Council Member Cooper wondered if we shouldn't just wait until the next monthly board meeting. Mr. Foss stated once it is complete, he wants to get it into the hands of the consultants. Supervisor Glenn asked if he would be willing to come back on a monthly basis. Mr. Foss replied "yes."

Council Member Sturgess noted this is time sensitive and Ms. Long is apprehensive right now. She is concerned about having public meetings during the summer months. If this goes month to month then workshops won't happen until November. She thought if DOS says yes, then the committee should be able to send it out to get bids. Once there are bids then the committee will come back to the town board. Council Member Walker was not sure what we were going out to bid for. It is in the template Ms. Long replied.

Mr. Foss stated let's wait. Council Member Cooper was apprehensive because "if we are at 75% solution now, then it is jammed down our throats at 100% solution, and it is not what the 75% solution was, then that is a problem."

Council Member Sturgess suggested a resolution can still be passed say we have a finished product in the next week. The board can review it by email. The board can review it for a week and then have the Supervisor "go for it." At this time Mr. Foss cannot put a date on this. It was noted if the state approves it the town board doesn't have to automatically approve it.

Mr. Foss hands out a document laying out the work plan to the town board. Some items will happen in a few days; others will happen in a few months. Currently the committee is at step 3 or 4.

Ms. Long noted the grant was written to have multiple contracts. One was for a consultant to coordinate the Comprehensive Planning process. Caroga has a special economic development piece to get the engineering plan the board has already been working on into the comprehensive plan. The engineers won't do that for free. This grant has \$30,000.00 in contracts for the board to work with EDP & CT Male to be consultants and share the details and cost estimates for the planners. Those are separate contracts. Supervisor Glenn thought the next capitol project – the town barn, would be this fall. Mr. Foss stated there might be some help in there by then. His completion dated for the Comprehensive Plan is sometime in 2027.

RESOLUTION #2026-016 to give Supervisor Glenn authority to approve the final Request for Proposals was offered by Council Member Sturgess at the regular monthly meeting of the Caroga Town Board held on February 11, 2026.

WHEREAS, there will be some tweaks to the Request for Proposals when the state finalizes it, and

WHEREAS, Council Member Cooper wanted to review the document once it is final, and

WHEREAS, the state does make recommendations to our document making it complete, now therefore be it

RESOLVED, that within a week's time of being received by the committee, via email, Supervisor Glenn shall have the authority to approve the final Request for Proposal document, and be it further **RESOLVED**, that per Anita Long this is also to approve acceptance of the grant contract and proceed with the RFP.

Seconded by Council Member Cooper

Discussion: Council Member Frasier asked if the board needed to accept the grant contract. Council Member Sturgess replied that is what this is doing. There are two parts, one is accepting the RFP, and the other part is accepting the grant monies. Ms. Long stated there are two documents. One is the proposed contract to be signed by the financial officer of the town and the second is the RFP that goes out to advertise for bids.

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

Council Member Sturgess apologized for all the questions, but it was due to lack of information, which was no one's fault.

RESOLUTION #2026-017 to establish an email address for the Comprehensive Planning Committee was offered by Supervisor Glenn at the regular monthly meeting of the Caroga Town Board held on February 11, 2026.

WHEREAS, Anita Long, Secretary of the Comprehensive Planning Committee, sent an email to the Town Board outlining three actions for the board to consider taking at the February Town Board meeting, now therefore be it

RESOLVED, that the Caroga Town Board does hereby move to establish the email address of comprehensiveplan@caroga.town for the Comprehensive Planning Committee.

Seconded by Council Member Sturgess

Discussion: Anita Long stated that time was of the essence, it needs to be tested and make sure it works. If and when it is approved, it will go right to Brian MacIntosh the supervisor stated. Council Member Cooper stated he supports that 100%.

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

Supervisor Glenn stated he would get in touch with Brian MacIntosh first thing tomorrow morning.

Another item to be resolved, Council Member Sturgess noted, was to clarify who the Town Board Liaison is to the Comprehensive Plan Committee. Supervisor Glenn also noted the need to appoint a Planning Board Member to the Comprehensive Plan Committee. Supervisor Glenn spoke to Art Wadsworth, and he is willing to do that. It was noted he has to still take his training. Mr. Foss stated he doesn't have to complete his training to be active on the Comprehensive Plan Committee.

RESOLUTION #2026-018 to appoint a member of the Planning Board to the Comprehensive Planning Committee was offered by Supervisor Glenn at the regular monthly meeting of the Caroga Town Board held on February 11, 2026.

WHEREAS, Anita Long, Secretary of the Comprehensive Planning Committee, sent an email to the Town Board outlining three actions for the board to consider taking at the February Town Board meeting, now therefore be it

RESOLVED, that the Caroga Town Board does hereby move to appoint Arthur Wadsworth Alternate Member of the Planning Board to work with the Comprehensive Planning Committee.

Seconded by Council Member Walker

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

As for the liaison from the Town Board Council Member Walker is busy on Thursdays when they meet. Mr. Foss stated that the board member wouldn't necessarily have to come to the meetings. Whoever wants to do it, Mr. Foss noted would be informed via the minutes. Council Member Sturgess asked if/why they needed a liaison. He suggested sharing the email with the whole board. It was too much for Council Member Sturgess to take on right now. Council Member Cooper suggested doing it in rotation. All board members decided to have the emails sent to all of the board members. Supervisor Glenn stated and nix that and just meet on a regular basis. Mr. Foss agreed sending the board members the minutes via email would be fine.

Department Reports:

Wheelerville Bike Trail –Supervisor Glenn read the report submitted by Mr. Manning. Thanks were given to Bret Fielding for grooming the trails (almost daily) for winter use. The highway department was thanked for keeping the parking areas clear. The work plan for the recreational trails program grant (funding for the connector trail project) was approved. The contract was sent to Mr. Manning. He signed the contract from the New York State Office of Parks and Recreation and Historical Preservation and sent it to both the Attorney General and the Comptrollers’ Officer for final approval.

Last week Mr. Manning attended a meeting of the Bike Boarderlands initiative for trail organizers throughout the northeast and Canada where they discussed their projects. The group continues to give professional guidance and an opportunity to collaborate with other trail systems.

Finally, Mr. Manning was excited to announce that the Town of Caroga and the Wheelerville trails will be receiving the Fulton County Chamber of Commerce 2026 Tourism Award. The awards dinner is on April 2nd. Mr. Manning thanked the town board and the community for furthering the recreational tourism in the town.

BTI – Kunath – No Report

Sole Assessor – Supervisor Glenn read the written report submitted by Leigh Anne Loucks – Sole Assessor. A voucher was submitted to replace the charger for the computer. Anti-virus software will also be purchased. The Golf Course and Highway Department will be contacted to see if they need updated software.

The Assessor has submitted questions to the state on some of the sales they used for the calculation for the equalization rate for 2026. The Assessor has not heard back from them.

The Assessor is entering sales, updating sales lists for different property classes, assisting residents with the STAR letter that they received, updating property inventory and using real estate listing to do comparisons.

Town Clerk/Tax Collector/Registrar/RMO – The clerk submitted the monthly report to the board. There is a regional meeting of the New York State Town Clerk’s Association on March 16 in Schenectady. The cost is \$40.00. The comptroller’s office will be presenting improving the effectiveness of your claims auditing process and budgeting.

The escrow payments arrived in February; they were late due to the storm that moved up the coast. The regular mail has been slow also. Taxpayers were advised to have their envelopes postmarked at the counter so that payments would be timely. The clerk just gave a post card mailed out May 2, 2025, back to the secretary of the Comprehensive Planning Committed it was returned to the town on Feb. 5 as undeliverable. On three occasions the tax collector has traveled to NBT Bank in Gloversville to use the night drop box but couldn’t make the deposit due to problems on their end.

Tax collection Report to date \$3,384,014.59 leaving \$982,801.40 as uncollected.

The clerk asked the Assessor about the change in the online (image mate) system by the County. The Assessor noted that general searches can be conducted but they are not as in depth as before. A password is needed to retrieve deeds at this time. Council Member Sturgess wanted to know how to get a password because he uses the program very often himself. The clerk thanked the Assessor for the update.

Code Enforcement & Sanitation – Supervisor Glenn read the written report submitted by Mr. Fancher. A request was made to approve a 36-month lease of a Toyota Tacoma. Five permits were issued for \$2,375.00 in fees with an evaluation of \$1,615,000.00. Twelve inspections were done. He is working on the year end state reports and updating the Short-Term Rental list. The supervisor noted Mr. Fancher got three quotes for the leased truck and recommended going with the Toyota Tacoma. The lease would require cash out/out of pocket - \$2,422.77.

Mr. Fancher obtained three quotes to replace the code vehicle which was on a lease. Steet Toyota Johnstown-Gloversville 310 N Comrie Ave Johnstown NY 12095 to lease a 2026 Tacoma for 36 months the estimated monthly cost is \$422.77. Herba Nissan Johnstown NY to lease a 2026 Nissan Frontier SV for 39 months the monthly cost would be \$507.92. from Brown's Ford to lease a 2025 Ford Ranger for 48 months it was stated the cost was \$874.68. (That included the first month and fees after that monthly payment would be \$477.00.)

RESOLUTION #2026-019 to Lease from Steet Toyota a 2026 Toyota Tacoma SR5 was offered by Supervisor Glenn at the regular monthly meeting of the Caroga Town Board held on February 11, 2026.

WHEREAS, Code Officer Fancher indicated that the lease on the Toyota Rav 4 was up, and

WHEREAS, Mr. Fancher obtained three quotes, one from:

1) Steet Toyota Johnstown-Gloversville 310 N Comrie Ave Johnstown NY 12095 to lease a 2026 Tacoma for 36 months the estimated monthly cost is \$422.77.

2) Herba Nissan Johnstown NY to lease a 2026 Nissan Frontier SV for 39 months the monthly cost would be \$507.92.

3) Brown's Ford to lease a 2025 Ford Ranger for 48 months it was stated the cost was \$874.68. now therefore be it

RESOLVED, that the Caroga Town Board does hereby move to lease a 2026 Toyota Tacoma SR5 for 36 months with a monthly fee of \$422.77 with the cash upfront of \$2,422.77.

Seconded by Council Member Sturgess

Discussion: Council Member Walker confirmed that this was just for a lease.

Dog Control – Mr. Dutcher received 2 calls for the month. He noted the need to have an enclosed area (cap) if getting a new vehicle (Truck) used by codes. One suggestion was to purchase a cap for Mr. Dutcher's truck. Or a cap could be purchased for the town leased code truck, and the cap would be universal and belong to the town and could go from truck to truck if we continue to lease the same type of truck.

It was noted that the Dog Control Officer needed an enclosed climate-controlled area to transport animals. Council Member Walker stated she is the Animal Control Officer for the City of Johnstown. Council Member Walker noted both the cap window and the vehicle back window need to open if you pick a cap. Supervisor Glenn stated this will be addressed down the pike.

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

Council Member Sturgess wondered about contracting out with somebody else on this. Council Member Frasier wondered about how many times per year his happens. Council Member Sturgess asked about contracting out to Johnstown on this. Council Member Walker responded no, the reason is the City of Johnstown has no place to take dogs right now. Caroga dogs go to the James Brennan Humane Society. We take a small amount of dogs each year. Council Member Frasier asked about using Johnstown to transport one of our dogs to James Brennan but not take responsibility could the town contract just for the transportation? Walker will ask.

Golf Course – Mr. Stedman reported he walks on the course to see if there is any tree damage and also checks for ice on the turf. There isn't any now. Council Member Cooper had asked for golf carts to be moved. This was done with the help of Roy. The majority that were not under cover were moved. The reels are back from Toro. Half have already been assembled on the equipment and there are about 12 left to do. Several of the machines have had their annual maintenance. There are about three left to do. Now is the time Mr. Stedman is doing some clubhouse stuff. The chemical order prices are being checked. Mr. Stedman's pesticide report was accepted by the Department of Environmental Conservation. Mr. Stedman will contact Mr. Groom to see if he wants anything different ordered this year. There are ten events/tournaments on the calendar already. Mr. Stedman has also reached out to the seasonal employees throughout the winter. Gift cards and memberships are still being purchased for various occasions.

Mr. Stedman gave the board members the proposed golf rates. They were reviewed by the board. The fall rates were discussed. Council Member Sturgess and Mr. Stedman want to slowly get rid of it. It is used by a small percentage of the golfers- 5%.

RESOLUTION #2026-020 to set the daily rates at the Nick Stoner Municipal Golf Course was offered by Supervisor Glenn at the regular monthly meeting of the Caroga Town Board held on February 11, 2026.

WHEREAS, Mr. Stedman and Council Member Sturgess have discussed the proposed daily rates on the golf course over the past few months, now therefore be it

RESOLVED, that the daily rates at the Nick Stoner Municipal Golf Course shall be as follows:

Daily Greens Fees: (Monday – Sunday)

18 Holes W/Cart \$40.00 9 Holes W/Cart \$25.00

18 Holes Walking \$28.00 9 Holes Walking \$20.00

Military/Veteran/Law Enforcement/First Responders/ Seniors over 65 Ten percent (10%)
Discount on DAILY rates only, not for Membership, Tournaments or League Plan.

Memberships Information – Your 2026 Membership includes Greens Fees only on:

Club Championship (*Saturday July 25th)

Mixed Member Guest (*Sunday August 16th)

Impossible Pin (*Monday September 7th)

Falling Leaves (*Sunday October 4th)

All dates are Subject to Change* Please see information Board in the clubhouse.

Fall Rates Begin October 1st, 2026

18 Holes W/Cart \$38.00 9 Holes W/Cart \$25.00
18 Holes Walking \$25.00 9 Holes Walking \$20.00

Seconded by Council Member Sturgess

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

Council Member Sturges noted that he and Council Member Cooper met with CT Male a week ago. They are waiting for a price to come back from a company they are suggesting that the town use that can handle everything from start to finish with the golf pro shop project.

Highway – Mr. Stock reported they are plowing, cutting banks back, and intersections so people can see, and cleaning bridges off. Mr. Stock gave the board copies of the 284 Agreement to Spend Highway funds. He has listed S. Shore Road East Caroga on the form; the rules have changed a little in CHIPS this year. He has to get a waiver to pave the road. This might not go through. It had to be on the 284 form to even try to get the waiver. They would pave as much as they could per the mileage of the money. The other roads are listed if S. Shore Road East is not approved. He would try to use some of the town’s money and pave the other roads ourselves.

Supervisor Glenn mentioned the piggybacking on offered at the county, which Mr. Stock was already aware of.

Council Member Cooper noted that the 284 form has to be discussed and approved by the board. Once the form is approved for this year it has to be posted in the town clerk’s office and at the highway barn. Council Member Cooper stated we are a couple of months ahead of where we were last year, and we are six months ahead from the year before, and years ahead when we never did it. Mr. Stock noted the mileage is not listed for S. Shore East Caroga Road because he doesn’t know the distance to be paved with the money he has.

RESOLUTION #2026-021 to accept the 284 as it was, was offered by Council Member Cooper at the regular monthly meeting of the Caroga Town Board held on February 11, 2026.

WHEREAS, Highway Superintendent Stock gave the board copies of the Agreement for the Expenditure of Highway Moneys AKA the 284 form listing the roads to be paved as S. Shore East to Co. Hwy 137, Summit Ave. leading to Balsam Ave., Grove Ave leading to East Shore Rd. and Chapel Road to East Shore Road, and

WHEREAS, this is a working document, and

WHEREAS, Mr. Stock the Highway Superintendent noted that a waiver is needed to pave S. Shore East, and if it is approved then the other roads listed may be done with town money, and if S. Shore East is not done then the town would not have to use town funds for the other roads, now therefore be it

RESOLVED, that the Caroga Town Board does hereby approve the agreement as presented by the Highway Superintendent, and be it further **RESOLVED,** that the completed document shall be on file at the highway barn and town clerk’s office.

Seconded by Supervisor Glenn

Discussion: Council Member Sturgess noted that the waiver is because the road was already paved and it hasn't been ten years. The highway superintendent noted they are changing that 10-year plan and this is the first year. It is being done through a waiver process. It was noted that road is a headache. Council Member Cooper stated it is the worst road in the Town of Caroga. It was noted that hot mix will be put on the road. T & L is the layer they will put on what is already there. They could mill the road, and then put a T & L. Council Member Walker asked why it is the worst road. The reply was it wasn't done properly. Council Member Cooper stated a base was put down and they never put a top on it. Supervisor Glenn asked if the base was usable. The paving company will determine how to best resurface the road. They may mill it and put it back down. Council Member Cooper noted that this time it will be a finished product. The last time it was not a final product, and we never came back and put a top on it to seal it, but it was signed off that it was complete.

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

The board signed the agreement.

Supervisor Glenn asked how many (highway) employees live in town or in Fulton County. Three was the reply. Currently Micky Voght is the Deputy and does not want the role. The other two guys are new. Council Member Cooper stated a year and a half or two years ago when Larry was in (office) the process was started but the process was never completed. A reason for doing this is to be able to pick the best person for the job and be legal.

Council Member Sturgess introduced Proposed LOCAL LAW NO. 1 OF 2026, now therefore be it enacted that the Caroga Town Board is **ESTABLISHING THE RESIDENCY REQUIREMENTS FOR THE APPOINTED OFFICE OF DEPUTY HIGHWAY SUPERINTENDENT FOR THE TOWN OF CAROGA**

Offered by Council Member Sturgess

Seconded by Council Member Frasier

Section 1 – Legislative Intent and Purpose

By adoption of this Local Law, it is the intent and purpose of the Town Board of the Town of Caroga to supersede Public Officers Law § 3 and Town Law § 23 to provide that the person appointed to and holding the office of Deputy Superintendent of Highways of the Town of Caroga need not be a resident or elector of the Town of Caroga, provided that such person is a resident of the County of Fulton, New York or of a county adjoining Fulton County.

Section 2 – Authority

This Local Law is adopted pursuant to Municipal Home Rule Law § 10(1)(ii)(a)(1), which grants to local governments authority to enact local laws pertaining to the qualifications of local officers.

Section 3 – Residency Requirement for the Appointed Office of Deputy Superintendent of Highways of the Town of Caroga

The person appointed to and holding the office of Deputy Superintendent of Highways of the Town of Caroga need not be a resident or elector of the Town of Caroga, provided that such person is a resident of the County of Fulton, New York or of a county adjoining Fulton County.

Section 4 - Supersession

This local law shall supersede the residency requirements set forth in Public Officers Law § 3 and Town Law § 23 in regard to their application to the appointed office of Deputy Superintendent of Highways of the Town of Caroga.

Section 5 - Inconsistency

All other local laws and ordinances of the Town of Caroga that are inconsistent with the provisions of this Local Law are hereby repealed; provided, however, that such repeal shall only be to the extent of such inconsistency, and in all other respects this Local Law shall be in addition to such other local laws and ordinances pertaining to the subject matter encompassed by this Local Law.

Section 6 - Savings Clause

If any clause, sentence, paragraph, word, section, or part of this Local Law shall be adjudged by any Court of competent jurisdiction to be unconstitutional, illegal or invalid, such judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, word, section, or part directly involved in the controversy in which such judgment shall have been rendered.

Section 7 – Effective Date

This local law shall take effect upon the filing with the Office of the Secretary of State of the State of New York.

All Board members were in favor of the introduction of Proposed Local Law #1 of 2026, Glenn, Sturgess, Cooper, Walker, Frasier

RESOLUTION #2026-022 to Set a Public Hearing on Proposed Local Law #1 of 2026 was offered by Council Member Sturgess at the regular monthly meeting of the Caroga Town Board held on February 11, 2026.

WHEREAS, Proposed Local Law #1 of 2026 a law “Establishing the residency requirements for the office of deputy highway Superintendent for the Town of Caroga,” was introduced this evening, now therefore be it

RESOLVED, that a public hearing will be held on Wednesday March 11, 2026, at 7:15 pm.

Seconded by Supervisor Glenn

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

Lakes Management Program – Supervisor Glenn has received two applications for the lead diver position. He wants to keep the posting open until March 15, 2026.

Town Hall Building – Council Member Cooper reported that Red Dragon gave an estimate for revamping/replacement the 3 mini split heating/cooling units.

Council Member Sturgess asked about the gym door replacement. Mr. Hale was notified he was awarded the job.

Mr. Stock asked what was the agreement to spend highway funds listed on the agenda under the Highway title. The clerk and Council Member Cooper replied it was the 284.

Caroga Tourism Committee – Council Member Frasier thought the amount of people in town for the winter carnival weekend was fantastic. She received a lot of positive feedback from the businesses in town. She has already received some new event ideas and other events will be tweaked. Council Member Frasier will meet with the county next week for some of the events in the works. She noted the two snowmobile poker runs; one was last weekend and the other is this weekend. The Mike Monk's fifth annual fishing tournament will be on February 28. CAC is working on a Nashville day for the last weekend in August. There will also be six rodeos this year. Council Member Walker remembered there used to be a trophy for the best snow sculpture that people make outside their houses. It was suggested adding that to the winter festival next year. Council Member Frasier stated that Council Member Walker can run with that. Council Member Walker agreed and stated she would donate the trophy. The county is good about providing trophies Council Member Frasier noted. Supervisor Glenn mentioned the ice sculptures in Saranac Lake. There may be a chowder festival at the Nick Stoner Inn this weekend. A chocolate festival may be added next year also.

Supervisor's Report:

Supervisor Glenn audited the Town Justice books on February 2, 2026.

RESOLUTION #2026-023 to accept the Town Justice's Books as presented for Audit was made by Supervisor Glenn at the regular monthly meeting of the Caroga Town Board held on February 11, 2026.

WHEREAS, the Town Justice James Subik set up a meeting with Supervisor Glenn, to audit the books for 2025, and

WHEREAS, the audit was conducted by Supervisor Glenn on February 2, 2026, who found everything to be in order, now therefore be it

RESOLVED, that the Caroga Town Board does hereby move to accept the Town Justice, James Subiks books as presented for audit.

Seconded by Council Member Sturgess

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

The Town Clerk again noted that her books were ready for audit if two board members wanted to review them perhaps next week.

Supervisor Glenn noted the need to change the zoning for the new highway barn from Conservation to Hamlet. Leigh Anne Loucks has been helping to get the SBL of the parcel and is writing the document. At the 11th hour it was found that this has to originate from the Planning Board. The Supervisor noted the need to refer this to the Planning Board.

Liaisons to the departments were discussed by the Supervisor. Matt does the highway, Ricky does golf, the Supervisor does the lakes management, Greta does the Tourism committee, Kim stated she can do the Planning Board. Liaisons were needed for the bike trail and fire department.

At the county level Supervisor Glenn reported he serves on three committees, Finance, Economic Development, and Human Services. He noted the controversial discussion at the county about the battery storage facility being planned in Northampton. There is no way to control a fire or pollution both in the air and ground. The town is being overruled by the APA and DEC. The Supervisor suggested looking at our zoning and planning for some guidance to tighten this up.

****Public Comments and Questions**

Anita Long noted that the town has a terrific summer youth program. Since the last town board meeting a grant opportunity came up with the Adirondack Community Foundation for educational pathways. Ms. Long pulled together with Shar Wager, Colleen Ricciardi, Nicole Dettenrieder, and Supervisor Glenn and put in an application for that grant program asking for \$7,000.00. The grant will be awarded in the spring. This will help to expand the budget for the program if awarded. Ms. Long was thanked.

Council Member Walker asked if the town has a shelter in place for people to go if the power goes out and they don't have a generator. Some people say you can go to the school, others say you can go to the fire department. She is concerned about the older population and kids in our community. Council Member Sturgess was pretty confident there was something with the Fire Department on this. Council Member Walker wondered if it shouldn't be public knowledge. She wanted to find out for sure. Council Member Walker thought the town helped pay for a generator for the school. An emergency plan should be in place. Historically Supervisor Glenn thought this building was going to be a shelter, but the town didn't get a grant for a generator. The clerk can post something on the website once there is clarification of where the shelter is. Council Member Frasier thought townwide there should be a plan somewhere. The clerk noted at one time that town hall was going to be a designated shelter, but it lacked a generator, and a food source. An emergency plan needed monitoring at the door and records kept. The town did look into obtaining cots and blankets too. The clerk didn't think any entity ever followed through to become an emergency site. Council Member Sturgess wanted to know if the town purchased a generator for the school and then no site was created. The clerk will research this issue. The Assessor noted that the Department of Social Services (DSS) can provide information on this. The Oppenheim Trail Blazer Club is currently in the process of doing this. DSS can let you know the requirements. Supervisor Glenn will look into this at his county committee meeting.

Old Business:

New Business:

Appointing Zoning Board of Appeals Member, the term to run until 12/31/2029. Council Member Walker offered the name of Jeff McGillis. Supervisor Glenn has spoken to him, and he has been vetted by the Zoning Chairman Tony Russitano, he is in favor of him.

RESOLUTION #2026-024 to appoint Jeff McGillis to the Zoning Board of Appeals was offered by Council Member Walker at the regular monthly meeting of the Caroga Town Board held on February 11, 2026.

WHEREAS, there has been a vacant seat on the Zoning Board of Appeals for several months, and

WHEREAS, Council Member Walker suggested Mr. McGillis, and Supervisor Glenn has spoken to him and he has been vetted by the Zoning Chairman, Tony Russitano, who is in favor of him serving on the Zoning Board of Appeals, now therefore be it

RESOLVED, that Jeff McGillis of State Highway 10 in Caroga Lake NY is hereby appointed to serve on the Zoning Board of Appeals until December 31, 2029, filling the term of Jennifer Blowers.

Seconded by Council Member Sturgess

Adopted by a vote of four (4) ayes: Glenn, Sturgess, Cooper, Walker
Council Member Frasier abstained (her domestic partner is the code officer)

Contract with St. Mary's Employee Assistance Program the cost is \$34.00 each employee.

RESOLUTION #2026-025 to contract with St. Mary's Hospital Employee Assistance Program for the year 2026 was offered by Supervisor Glenn at the regular monthly meeting of the Caroga Town Board held on February 11, 2026.

WHEREAS, the Town of Caroga annually retains the hospital to provide such early intervention services when needed to employees of the Town, now therefore be it

RESOLVED, that the Caroga Town Board does hereby move to contract with St. Mary's Hospital Employee Assistance Program for the year 2026 per the contract on file in the clerk's office and does further **RESOLVE** to have Supervisor Glenn sign the contract.

Seconded by Council Member Sturgess

Discussion: Council Member Cooper asked if this was something we have done in the past and are renewing. The response from the Supervisor was yes.

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

Oaths of Undertaking resolution

RESOLUTION #2026 – 026 for the 2026 Official Undertaking of Municipal Officers

Offered by Supervisor Glenn

Seconded by Council Member Sturgess

Issued at the February 11, 2026, regular monthly meeting of the Caroga Town Board.

WHEREAS, John Glenn of the Town of Caroga, County of Fulton, New York has been elected to the Office of Supervisor of the Town of Caroga, and

WHEREAS, Linda Gilbert of the Town of Caroga, County of Fulton, New York has been elected to the Office of Town Clerk/Tax Collector, and

WHEREAS, Kimberly Walker of the Town of Caroga. County of Fulton, New York has been elected to the Office of Council Member of the Town of Caroga, and

WHEREAS, Greta Frasier of the Town of Caroga. County of Fulton, New York has been elected to the Office of Council Member of the Town of Caroga, and

WHEREAS, Roy Stock of the Town of Caroga. County of Fulton, New York has been elected to the Office of Highway Superintendent of the Town of Caroga, **NOW**,

THEREFORE, we as respective officers above, do hereby undertake with the Town of Caroga that we will faithfully perform and discharge the duties of our office, and will promptly account for and pay over all moneys or property received as a Town Officer in accordance with the law: and

This undertaking of the Town Supervisor is further conditioned upon that he will well and truly keep, pay over and account for all moneys and property. Including any special district funds, belonging to the Town coming into his hands as such Supervisor; and

The Town does and shall maintain insurance coverage, presently with NBT- Mang Insurance Agency. LLC in the sum of \$250,000.00 for the Supervisor, in the sum of \$ 400,000.00 for the Town Clerk/Tax Collector, \$250,000.00 for the Highway Superintendent, and \$250,000.00 for all other employees.

Dated: February 11, 2026. Town of Caroga and to be signed by the above mentioned:

Discussion: Supervisor Glenn noted the clerk's bonding was higher due to the amount of money the clerk/collector handles. The clerk noted the bonding amounts were taken from the resolution made four years ago. She has not seen the insurance policy listing the bonds. Supervisor Glenn stated he will check with Mr. VanGorder on that.

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

Council Member Frasier noted the need to approve the expense for the clerk to attend training in March.

RESOLUTION #2026-027 to approve the training expense for the Town Clerk was offered by Council Member Frasier at the regular monthly meeting of the Caroga Town Board held on February 11, 2026.

WHEREAS, during the clerk's report she mentioned attending a training with the Comptroller's Office being sponsored by the New York State Town Clerk's Association in Schenectady on March 16, 2026, now therefore be it

RESOLVED, that the clerk is hereby authorized to spend funds in the amount of \$40.00 for the seminar along with mileage from account A1410.4.

Seconded by Council Member Walker

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

Council Member Sturgess asked why the board has to approve the clerk going to a meeting. The clerk knows there is money in the budgets for various Code, Zoning and Planning training. She will question the comptroller's staff on this at the meeting. It lets the board know what is going on also.

Under new business is the need to update the workplace violence and incident reporting designated contacts. Supervisor Glenn stated that he and Council Member Sturgess will be the contacts, replacing Supervisor Palcovic and Council Member DeLuca.

Supervisor Glenn made a motion to approve the minutes of the January 14, 2026, Town Board meeting. The motion was seconded by Council Member Sturgess. All board members were in favor of the motion: Glenn, Sturgess, Cooper, Walker, Frasier.

Supervisor Glenn made a motion to approve bills as presented for audit. Minus highway bill #11 which was a duplicate of #15. The motion was seconded by Council Member Sturgess. All board members were in favor of the motion: Glenn, Sturgess, Cooper, Walker, Frasier.

At 8:07pm Supervisor Glenn made a motion to adjourn the meeting. The motion was seconded by Council Member Sturgess. All board members were in favor of the motion: Glenn, Sturgess, Cooper, Walker, Frasier.

Submitted by

Linda Gilbert RMC, CMC

Caroga Town Clerk/Collector

General - bill #'s 26 -57 \$42,306.38

Highway – bill #'s 10 – 34 \$24,273.44

Prepaid – bill #'s 24 – 49 \$253,704.13

General Park - bill #'s 4 -12 \$11,018.38