

State of New York
County of Fulton
Town of Caroga

Minutes of the Caroga Town Board special meeting held Wednesday February 5th 2025 at the municipal building located at 1840 State Highway #10 at 3:30 pm with the following persons in attendance by roll call.

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

Department representatives in attendance were: Steve Stedman – Golf Course Greenskeeper.

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

At 3:31 pm Supervisor Palcovic made a motion to enter into an executive session to “discuss (a) personnel matter, and a contractual matter.” The motion was seconded by Council Member Cooper. All board members were in favor of the motion: Palcovic, DeLuca, Sturgess, and Cooper.

At 3:52 pm Council Member DeLuca made a motion to exit from the executive session. The motion was seconded by Council Member Cooper. All board members were in favor of the motion: Palcovic, DeLuca, Sturgess, and Cooper.

The Clerk asked if any decisions were made as a result of the executive session. The Supervisor stated, “one decision was made in personnel, it was referred back to the lawyer for closure. The vote was unanimous by the board members present.” The board will follow up with the attorney, and there will be an action based on his recommendation. The Supervisor stated this is in reference to a settlement with a former employee.

Council Member Sturgess began by referring to the plans on the table for the preliminary design of the Club house. “The area marked simulators should say future potential space. The plans were flip flopped so the open area has a view of the 18th green.

Mr. Stedman stated if this is flipped and the club house is on the right he wondered how far up the hill it would go. Council Member Cooper stated the pro shop needs to stay up front where the visibility is for holes 9 and 18.

Supervisor Palcovic asked the board to mark up the plans. He explained what will happen is two board members and Mr. Stedman will meet with the engineer CT Male. The design continued to be discussed. Moving the office to the area marked simulator #3 was discussed. Council Member Sturgess did not think three simulators were needed one could be taken out.

Council Member DeLuca asked if we are storing golf carts down at the old salt shed then someone has to go get one when somebody wants to play golf. “is that correct?” Council

Member Cooper replied, "no." They are stored there in the winter. What happens in the summer? They will be pre staged at the clubhouse. More than likely the architect will put an awning or retaining wall for parking for golf carts in a specific area. The plans do not show a plot plan just the structure. Council Member DeLuca thought the open area was going to be for golf carts. Council Member Sturgess stated the amount of the area upstairs is because of the room needed downstairs.

Supervisor Palcovic stated the building is moving up the road farther. Council Member Sturgess wished there was a plot plan. That will be the next stage the supervisor stated. Supervisor Palcovic thought somewhere there would be a pavilion of sorts.

Council Member DeLuca stated the space is limited. At first an area of 40' x 60' was talked about. Now the space is 50' x 120' that is double the size of what was talked about in the beginning. Council Member DeLuca is looking at a big empty spot so do we really need this to be that big?

Council Member Sturgess stated the thing is there is a resolution passed by this board to make the downstairs compatible for a future town hall. Council Member DeLuca so that is the reason we are making it as big as we are making it. Council Member Sturgess replied 100%, Council Member DeLuca continued so town hall will fit down there. Council Member Sturgess replied, "yes." Council Member DeLuca stated unfortunately she disagreed with that, remember? That big empty spot that we potentially don't have anything to do with.... Council Member Sturgess stated that can be a gathering room for a tournament, or summer recreation space. Council Member DeLuca did not want to put summer recreation there. A bunch of kids when you are playing golf. Council Member Sturgess noted the kids are right there now. Supervisor Palcovic mentioned the other consideration is we don't know what the price per square foot is. The building does not fall within the federal prevailing wage but all the other ancillary work falls under prevailing wage. If this structure comes in at an astronomical number, we will have to reset our thought process. Council Member Sturgess stated 50% of it is unfinished, over 1/3 of it is just two wide open rooms.

The plan changes that took place in building the new firehouse were mentioned.

Council Member Sturgess stated the idea to go modular is the way to go. Council Member Sturgess is sure this building will be built for less than a million dollars bottom and top. Council Member Sturgess stated a house can be built for \$300 - \$400 thousand for the same size. The bottom is just poured walls. Supervisor Palcovic noted part of the layout of the bottom was contingent on the structural support for the upper level. Council Member Sturgess agreed.

The clerk asked if the large open areas could have large overhead garage doors so carts could be parked there or if the space was needed as a gathering spot the doors would be closed. Council Member Sturgess noted the space could be dual purpose. There is a question of gas carts in the enclosed area or storage of them in that close proximity. That is a question for the insurance company. Supervisor Palcovic noted it would have to be code compliant. Council Member Sturgess was not opposed to this. Council Member Cooper was not sure that that staging area is an issue until we can put this on a plot plan to see what we have for usable space. Council

Member Sturgess liked the idea of putting garage doors around that area. It would probably need a fire break wall. Gasoline (fluids) on the floor were another concern. Supervisor Palcovic thought the floor could be of an impervious surface. It was asked if anyone still used metal spikes?

Council Member Cooper did not want to be the nay sayer, he liked the idea but have to look at energy efficiency. If there is heated space below and then how does that work? Council Member DeLuca stated the bays would not be open in the winter time. Council Member DeLuca stated that problem was two boards down the road.

Supervisor Palcovic visited the Galway fire station while the Caroga station was in the design phase. They got a good deal on the glass garage doors until they started heating it. They also put the hot water apron out so the snow was melted but then they were getting \$3,000.00 heating bills.

Council Member Sturgess noted since the board couldn't decide now leave the space empty until we have a plot plan.

Supervisor Palcovic discussed the placement of the building near the 800 feet drilled well. This will also keep the building out of the effected area of the spill. "North" Council Member DeLuca stated where the land swap area is.

Supervisor Palcovic stated that hasn't been completed. It is on paper but hasn't gone anywhere yet. The attorney has been called. The assessor has been involved it figuring out where we are with this.

Supervisor Palcovic stated the engineer has not signed off on the survey paperwork. The assessor noted the paperwork has not been filed with the county. Joe **Donable** the engineer stated it was never completed. The deed has been drafted up by the surveyor... Council Member DeLuca stated resolutions were made on this to make it happen.

Council Member Cooper stated the land owner agreed to the horse trade; do they know that this did not happen?

Supervisor Palcovic wanted to get a phone number to call someone on this. Council Member Sturgess didn't want to call and say it didn't happen. Council Member Cooper stated we have to execute what we said we were going to do.

The clerk was asked to pull the resolutions on this.

Supervisor Palcovic noted all three people he talked to; the assessor, the engineer, and the attorney stated it has been completed. The only person he hasn't spoken to is the property owner. Council Member Sturgess thought former Supervisor Horton was given authority to sign for this. Council Member DeLuca remembers this being pushed through after the primary. Council Member Sturgess stated this is a major game changer. Maybe not though because that was when the green storage shed was going to be moved. Supervisor Palcovic noted this still needs to be completed. Supervisor Palcovic has been working on this the last couple of weeks.

Back to the plans Council Member Sturgess was not sure he wanted to identify the space for the simulators. The area could just be left open. Council Member DeLuca agreed. Council Member DeLuca wondered how much simulator action the town was going to get all winter long. Council Member Sturgess stated it is a 100% gamble. If we have the building and Mr. Stedman is there working on equipment and someone wants to play, and the course had a good year and we buy them... then maybe it is worth doing. He did not know.

Council Member DeLuca noted the attraction if you look at other simulator places is alcohol. Council Member Sturgess agreed. The last thing Council Member Sturgess stated that is the last thing he wants to do in that building. Supervisor Palcovic stated the town could lease it to someone... Council Member Sturgess stated the town cannot compete with businesses. That is not what the town is here for. Supervisor Palcovic agreed. In Council Member Sturgess opinion for the town to lease it out would be kick in the gonads to everyone up here with a business. Council Member DeLuca agreed. Supervisor Palcovic wondered about people bringing their own in. That is another set of rules.

Council Member DeLuca stated we are going to put walls up and power. Council Member Sturgess stated when we wire this make sure dedicated 20 amps are put in. Supervisor Palcovic that will make minimal start up costs. The placement of the golf course office was discussed in regard to the existing highway barn.

Supervisor Palcovic noted next there will be a meeting with the engineers. He would like to go to Johnstown to save the cost of the two engineers driving to Caroga. The Supervisor will check their calendar. Council Member Sturgess noted he is leaving Thursday and will be gone for 2 - 3 weeks. Council Member Cooper may be the board member to meet with the engineers.

Mr. Stedman asked about the changing rooms. Supervisor Palcovic wanted an area for golfers to change out of sweaty clothes. Four changing areas were removed and the doorway changed on the plans.

Council Member Sturgess \ was against the lockers, now he thinks he may rent a locker for his clubs. Council Member Cooper noted they were there before some of them were used.

Supervisor Palcovic closed this part of the meeting. He made a motion to rescind motion made on November 10, 2020 to hold hybrid meetings with zoom.

RESOLUTION #2025-012 to rescind a motion made at the November 10th 2020 meeting to utilize Zoom for town board meetings was offered by Supervisor Palcovic at a work session held on February 5, 2025 at 3:30 pm.

WHEREAS, the facilitator of the town board zoom meetings is no longer available to run the zoom meetings at the regular monthly town board meetings, and

WHEREAS, the Caroga Town Board wishes to discontinue zoom meetings, now therefore be it

RESOLVED, that the Caroga Town Board does hereby move to rescind a motion made at the November 10th 2020 meeting to utilize Zoom for town board meetings.

Seconded by Council Member DeLuca

Discussion: Council Member Cooper asked “if for some reason we want to host a zoom meeting this does not prevent us from doing it.” Two board members were heard to agree with that statement.

Adopted by a roll call vote as follows:

Council Member Richard Sturgess –Yes

Council Member Matthew Cooper –yes

Supervisor Ralph J. Palcovic – Yes

Council Member Barbara DeLuca – Yes

The clerk asked to make a statement in “A note to the town board,” I have no decision-making capabilities on matters that effect the public. My actions are a result of decisions made here in this room. I understand that board members email, text and individually discuss with each other certain town business, however, No actions may be taken or put in place until and unless said discussions culminated back in this room with all or a majority of the board members present. This statement comes from a case in point when earlier this week a board member insisted that the zoom coordinates be removed from the website. [Supervisor Palcovic corrected that to say the Town Supervisor] This stemmed from a polling of the board. Again, Not one of you can unilaterally act or make decisions on behalf of the town or that effect the public outside of this room.

Council Member DeLuca responded to the clerk’s statement saying the board talked about it in a meeting. The clerk asked if it was part of the notes. Council Member DeLuca stated the board talked about Zack leaving. The clerk asked if it was after the meeting. Council Member DeLuca could not remember, but knows it was discussed at a board meeting. Council Member Sturgess remembers the Supervisor saying we will see what the future holds for zoom meetings. It was left open ended.

Council Member DeLuca had one more statement, she noted if you looked at past boards that stuff went on all the time. She believes this was talked about at a board meeting. Supervisor Palcovic noted he is keeping the board members informed of the day-to-day activities. Previously there was a lack of communication. Council Member DeLuca was just saying in the executive session how these meetings are so much less stressful than they used to be.

Council Member Sturgess wanted to make a resolution with a second and then have discussion.

RESOLTUION #2025-013 to purchase two laptops from Mr. Macintosh was offered by Council Member Sturgess at a work session held on February 5, 2025 at 3:30 pm.

WHEREAS, Council Member Sturgess has discovered a need to provide laptop computers to various departments within the town, and

WHEREAS, the cost would be \$1135.00 each with the needed programing and one printer for \$149.00, now therefore be it

RESOLVED, that the Caroga Town Board does hereby move to purchase two laptops and a printer.

Seconded by Council Member Cooper

Discussion: Council Member DeLuca asked what they were for. Recently Council Member Sturgess was talking to Mr. Stedman about the work being done on the computer he uses. Coincidentally the Highway Superintendent Roy Stock asked how do you print stuff. Not because he didn't know how to do that, but because these two employees didn't have the necessary equipment to do their jobs. Both departments should have a laptop in the same vicinity and share a printer.

Council Member DeLuca absolutely agreed they needed to be updated. She believed that state contract prices should be looked at before dealing with Mr. McIntosh. Having some experience with his computer policy sometimes it is difficult to get from point a to point b.

Supervisor Palcovic asked if there were any problems with the laptop the clerk uses for minutes. The clerk stated there were some issues with the server.

All board members agreed there is a need for the laptops. Supervisor Palcovic noted the former Highway Superintendent was using his own personal laptop. That should not have been allowed by management.

Council Member DeLuca offered to get another quote for the equipment for the next meeting. The specifications Council Member Sturgess has will be given to Council Member DeLuca.

It was noted by Council Member Sturgess that three quotes aren't needed because it is not over the threshold. It was noted that support is needed as well. Currently we are billed monthly for services. The matter was tabled.

Supervisor Palcovic noted the need to reappoint a Board of Assessment Review member.

RESOLUTION #2025-014 to renew and update Mr. Burt Wilson's position on the Board of Assessment Review was offered by Supervisor Palcovic at a work session held on February 5, 2025 at 3:30 pm.

WHEREAS, the clerk was contacted by the Fulton County Real Property Director yesterday asking if the town board had appointed or reappointed the fifth member of the Board of Assessment Review whose term expired on September 30, 2024 and

WHEREAS, Supervisor Palcovic did have a conversation with Mr. Wilson who is willing to serve another term on the Board of Assessment Review, now therefore be it

RESOLVED, that Burt Wilson of Caroga Lake is hereby appointed to serve another five (5) year term on the Board of Assessment Review until September 30, 2029.

Seconded by Council Member Sturgess

Supervisor Palcovic asked for a motion to adjourn the work session.

Council Member Sturgess had one more thing. He met with Mr. Stedman and he will be bringing information and pricing on equipment he wants to purchase, for the golf course, to the board meeting next week. Supervisor Palcovic noted the funds are in a reserve account. Council Member Sturgess noted some shuffling may be needed.

At 4:43 pm Council Member DeLuca made a motion to adjourn the meeting. The motion was seconded by Council Member Sturgess. All board members were in favor of the motion: Palcovic, DeLuca, Sturgess, Cooper.

Submitted by Caroga Town Clerk

Linda Gilbert, RMC, CMC