

**HORICON TOWN BOARD  
REGULAR MEETING & PUBLIC HEARING**

**DECEMBER 16, 2021  
7:00 PM**

Present at meeting: Sylvia Smith Supervisor  
Michael Geraci Councilperson  
Peter Palmer Councilperson  
Robert Olson Councilperson  
Krista Wood Town Clerk  
Absent: Frank Hill Councilperson

Also: Rob Hill, ZA Matthew Magee, Assessor Christine Hayes, Bob Smith, Barb French, and Ed Sim.

Supervisor Smith opened the meeting at 7:00pm.

***Public Hearing – 2022 Contracts...***

Supervisor Smith opened the Public Hearing for the 2022 Contracts. No comments were made. There being no comments, Motion was made by Councilperson Olson, seconded by Councilperson Palmer, to close the Public Hearing. Public Hearing was closed at 7:02 PM.

**Approval of Minutes:** Minutes of November 18 and December 13, 2021 were approved by Motion of Councilperson Olson and Councilperson Geraci.

Ayes: 4 (Olson, Geraci, Palmer, Smith) Absent: 1 (Hill) Nays: 0

**Approval of December 2021 Vouchers and Abstracts:**

**RESOLUTION #165-2021**

Councilperson Olson and Councilperson Palmer introduced Res. No. 165 and moved its adoption:

**RESOLUTION TO AUTHORIZE PAYMENT OF DECEMBER 2021 ABSTRACTS**

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize the payment of the December 16, 2021 Vouchers and Abstracts as follows:

General Abstracts	12	\$ 91,405.33
Highway Abstracts	12	\$ 97,459.69

Ayes: 4 (Olson, Palmer, Geraci, Smith) Absent: 1 (Hill) Nays: 0

**Correspondence to the Board:**

- Darian Granger RE: Letter of resignation as Dog Control Officer

**Resolutions:**

**RESOLUTION #166-2021**

Councilperson Olson and Councilperson Palmer introduced Res. No. 166 and moved its adoption:

**RESOLUTION TO APPROVE 2022 CONTRACTS AND AUTHORIZE SUPERVISOR TO SIGN**

WHEREAS, the Horicon Town Board held a public hearing on December 16<sup>th</sup> at 7:00 PM regarding the proposed 2022 Contracts, AND

WHEREAS, the public had the opportunity to speak for or against said contracts at this hearing, NOW THEREFORE BE IT

RESOLVED, that the Town Board does hereby approve the following 2022 Contracts and authorizes the Supervisor to sign in the following amounts:

Emergency Service Provider	\$ 128,996.25
Horicon Historical Society	\$ 1,000.00
Senior Mini-Bus	\$ 5,120.00
North Warren Chamber of Commerce	\$ 12,000.00
Horicon Free Library	\$ 2,000.00
Chester-Horicon Health Center	\$ 6,000.00
Snowmobile Club	\$ 3,500.00

**HORICON TOWN BOARD  
REGULAR MEETING & PUBLIC HEARING**

**DECEMBER 16, 2021  
7:00 PM**

Horicon Volunteer Fire Company \$ 239,039.00  
Brant Lake Association (BL milfoil) \$ 27,480.00  
Warren County (SL milfoil) \$ 12,838.17  
Ayes: 4 (Olson, Palmer, Geraci, Smith) Absent: 1 (Hill) Nays: 0

**RESOLUTION #167-2021**

Councilperson Olson and Councilperson Palmer introduced Res. No. 167 and moved its adoption:

**RESOLUTION TO AUTHORIZE PETTY CASH FUND FOR TAX COLLECTION**

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize the Office of Tax Collector to set up a petty cash fund in the amount of \$200.00 for the 2022 tax collection period.

Ayes: 4 (Olson, Palmer, Geraci, Smith) Absent: 1 (Hill) Nays: 0

**RESOLUTION #168-2021**

Councilperson Palmer and Councilperson Olson introduced Res. No. 168 and moved its adoption:

**RESOLUTION TO ESTABLISH SECOND NOTICE FEE FOR THE 2022 TAX COLLECTION PERIOD**

WHEREAS the Town is required by Sec. 987 of the Real Property Tax Law to mail a Notice of Delinquency to landowners who are delinquent in making real property tax payments and charge the landowner a second notice fee of \$1.00, AND

WHEREAS, the mailing of said notices costs the Town postage along with the cost of preparing and handling said notices, NOW, THEREFORE BE IT

RESOLVED, that the Second Notice fee be established at \$2.00 for each delinquent notice that is sent, and BE IT FURTHER

RESOLVED, that the Horicon Town Board does hereby authorize the Tax Collector of the Town of Horicon to impose the \$2.00 second notice fee on each delinquent notice sent for 2022 to cover the cost of preparing and mailing the delinquent notice.

Ayes: 4 (Palmer, Olson, Geraci, Smith) Absent: 1 (Hill) Nays: 0

**RESOLUTION #169-2021**

Councilperson Palmer and Councilperson Olson introduced Res. No. 169 and moved its adoption:

**RESOLUTION TO AUTHORIZE BUDGET ADJUSTMENT IN THE GENERAL FUND**

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize the Bookkeeper to make the following budget adjustments in the General Fund:

<b>Debit</b>	A9060.8 – Health Insur	\$7,476.95	
<b>Credit</b>	A1660.4 - Ctrl Storeroom	\$ 500.00	
	A1220.103 - Sup-PS-Bkpr	\$ 1,000.00	
	A7450.4 - Museum-Contr	\$ 300.00	
	A8810.4 - Cemet-Contr	\$ 2,000.00	
	A1620.1 – Bldgs -PS	\$ 1,500.00	
	A1110.1 – Justice -PS	\$ 176.95	
	A8160.1 – Landfill – PS	\$ 2,000.00	

Ayes: 4 (Palmer, Olson, Geraci, Smith) Absent: 1 (Hill) Nays: 0

**RESOLUTION #170-2021**

Councilperson Olson and Councilperson Geraci introduced Res. No. 170 and moved its adoption:

**RESOLUTION TO AUTHORIZE BUDGET ADJUSTMENT IN THE HIGHWAY FUND**

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize the Bookkeeper to make the following budget adjustments in the Highway Fund:

<b>Debit</b>	DA5110.10 GenRpr-PS	\$ 5,310.84
	DA5110.11-Gen Rpr – PS O/T	\$ 3,869.95
	DA5142.11 – SnowRem-PSO/T	\$10,930.44

**HORICON TOWN BOARD  
REGULAR MEETING & PUBLIC HEARING**

**DECEMBER 16, 2021  
7:00 PM**

DA5140.4 – MiscBrush Contr \$ 4,888.77  
**Credit** DA5142.10 – Snow Rem-PS \$ 25,000.00

**Debit** DA5110.4 GenRpr-Contr \$ 27,803.36  
**Credit** DA5142.4 \$27,803.36

Ayes: 4 (Olson, Geraci, Palmer, Smith) Absent: 1 (Hill) Nays: 0

**RESOLUTION #171-2021**

Councilperson Olson and Councilperson Geraci introduced Res. No. 171 and moved its adoption:

**RESOLUTION TO AUTHORIZE BUDGET AMENDMENT IN HIGHWAY FUND**

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize the Bookkeeper to make the following Budget Amendment in the Highway fund for early payment of NYSLRS retirement:

**Debit** DA5148.1 (SvcOthGov-PS) \$ 20,000.00  
**Debit** DA9060.8 (Health Insur) \$ 47,473.00  
**Credit** DA9010.8 (Retirement) \$ 67,473.00

Ayes: 4 (Olson, Geraci, Palmer, Smith) Absent: 1 (Hill) Nays: 0

**RESOLUTION #172-2021**

Councilperson Olson and Councilperson Geraci introduced Res. No. 172 and moved its adoption:

**RESOLUTION TO AUTHORIZE BUDGET AMENDMENT IN HIGHWAY FUND**

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize the Bookkeeper to make the following Budget Amendment in the Highway fund to adjust personnel services:

**Debit** DA5148.100 (SvcOthGov-PS) \$ 16,500.00  
**Credit** DA5130.100 (Machinery-PS) \$ 16,500.00

Ayes: 4 (Olson, Geraci, Palmer, Smith) Absent: 1 (Hill) Nays: 0

**RESOLUTION #173-2021**

Councilperson Olson and Councilperson Geraci introduced Res. No. 173 and moved its adoption:

**RESOLUTION TO AUTHORIZE BUDGET AMENDMENT IN GENERAL FUND**

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize the Bookkeeper to make the following Budget Amendment in the General fund for early payment of NYSLRS retirement:

**Debit** A9060.8 (Health Insur) \$ 46,095.00  
**Credit** A9010.8 (Retirement) \$ 46,095.00

Ayes: 4 (Olson, Geraci, Palmer, Smith) Absent: 1 (Hill) Nays: 0

**RESOLUTION #174-2021**

Councilperson Olson and Councilperson Geraci introduced Res. No. 174 and moved its adoption:

**RESOLUTION TO AUTHORIZE BUDGET AMENDMENT IN GENERAL FUND**

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize the Bookkeeper to make the following Budget Amendment in the General fund for establishment of the Broadband Reserve fund:

**Debit** A599 (Unappr Fund Balance) \$ 258,118.11  
**Credit** A878 (Reserve) \$258,118.11

Ayes: 4 (Olson, Geraci, Palmer, Smith) Absent: 1 (Hill) Nays: 0

**RESOLUTION #175-2021**

Councilperson Olson and Councilperson Geraci introduced Res. No. 175 and moved its adoption:

**RESOLUTION TO AUTHORIZE BUDGET AMENDMENT IN GENERAL FUND**

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize the Bookkeeper to make the following Budget Amendment in the General fund for Boat Steward reimbursement:

Increase A3991 (State Aid) \$ 16,279.79

**HORICON TOWN BOARD  
REGULAR MEETING & PUBLIC HEARING**

**DECEMBER 16, 2021  
7:00 PM**

Increase	A8090.1 (Pers Svc)	\$ 13,279.79	
Increase	A8090.4 (Contr)	\$ 3,000.00	

Ayes: 4 (Olson, Geraci, Palmer, Smith) Absent: 1 (Hill) Nays: 0

**Committee Reports:**

-Councilperson Geraci reported on the following:

NWEMS: There were 44 calls for service in November with 33 in Chestertown, 4 in Horicon, 4 mutual aid calls in Warren County, and 3 mutual aid calls in Essex County. Ed Sim and Dave Betts have recently come onto the Board and are a real asset to the Board of Directors; they have taken leads especially with the financials. The Board of Directors has met with the Operations staff members to learn more about the issues facing the squad. The Board has appointed a committee to form a plan to buy a new ambulance. As a follow-up to the Joint meeting with the Chestertown Town Board they are still waiting for Chester to adopt the same resolution as Horicon did which would allow both towns to further research the creation of a special EMS tax district. There is a lot of positive, forward motion on this.

-Councilperson Palmer reported on the following:

Zoning: He met with Matt Magee and Christine Hayes and there is an issue in Zoning that needs to be addressed. He explained that Matt issues the zoning compliance certificate, if it is appropriate, based on the submitted plans. Then the homeowner takes the zoning compliance certificate to the County who issues the building permit and does all the inspections. Once the County issues the CO, the Assessor is notified and takes pictures for the assessment. What they are finding is some of these homes do not even resemble the original plans that were approved by the Zoning office and by that time it is too late. He said the current Zoning Ordinance does not stipulate that the Zoning Officer inspects the job and signs off on it before the homeowner gets the CO from the County. He feels the Zoning Ordinance should be amended to include this stipulation. He asked if the Board wants to move forward with this. The Board agreed to move forward to amend the Zoning Ordinance to allow for the Zoning Officer to inspect and sign off on the project before the County issues the Certificate of Occupancy.

-Councilperson Olson reported on the following:

Personnel: There are currently four positions available in the town those being openings in Buildings and Grounds, the Dog Control Officer, the Town Justice, and the open seat on the Planning Board. He said the Town should advertise for these openings in January to address the vacancies.

Supervisor Smith said she is working on the Dog Control Officer opening. She has contacted the Chestertown Dog Control Officer as well as the Warrensburg and Bolton Dog Control Officers to see if they would be interested in covering Horicon. She said the one in Chester is not interested and she is waiting to hear back from Warrensburg and Bolton. She noted Darian has agreed to stay on until the Board is able to appoint someone. As far as Buildings and Grounds Vicki has picked up some of the work. She spoke to Rob about whether or not they need a full-time or part-time person. She also said the work load is less now that Greg Bolton is doing the burials. She suggested they put more thought into this and decide what they need before advertising. Lastly, she said the Planning Board vacancy will be addressed at the Organizational meeting.

-Supervisor Smith reported on the following:

- Zoning/Planning: There will be Planning and Zoning training on January 12, 2022 from 6pm to 8pm and again on February 9, 2022 from 6pm to 8pm. The training is mandatory for the Planning and Zoning Board members. Mark Schachner will do the training and it will be held at the Community Center.

- New Street: Letters have been sent to the homeowners on New Street requesting that they prep their property to allow for the Highway to safely maintain that road. The letter requesting the easement is being finalized by Mark Schachner.

- Amy from Countryside Adult Home said they are in need of volunteers to deliver hot meals to the elderly in the community. They need people five days a week beginning in January, so she asked everyone to please reach out to people and encourage them to volunteer.

-The committee is working diligently on the Town of Horicon Employees Policies and Practices handbook and noted that a lot has been accomplished in a short amount of time. She thanked Patty and Bob for their time, noting they have resigned from the committee. She said Chris Hayes has been appointed in their place. The committee will now include Mike, Becky, Chris, Krista, and Sylvia.

- Covid: As of today the County is monitoring 435 cases and the number is fluctuating day to day. There were 48 new positive cases today. Warren County has completed 71% of the vaccine series with the state average completion of 64%. She noted that 100% of Horicon employees are vaccinated.

-Grants: Ethan Gaddy called and said Warren County did get the Aquatic Invasive Species grant for Schroon Lake. The Town of Horicon will benefit from this grant as well because this means the Boat Stewards will be covered again for the next two years. There is also a mobile boat contamination unit that will be available to the Town. Additional grants from the County are for outdoor recreation which has the potential to boost the economy in our area. They are also working on an organic management plan to determine the feasibility of composting. Lastly, the Town of Horicon Watershed Management Plan grant application was denied.

- The public hearing for the Local Law for Cannabis Opt-out is Tuesday, Dec. 21<sup>st</sup> at 6:00 pm.
- The door for the Bookkeeper's office finally came in and should be installed next week.

**Old Business:**

*Highway Reserve Account:* The Board discussed creating a type reserve for Highway equipment at the November meeting. The Board agreed to create the reserve and make the amendment to move money into the reserve account.

**RESOLUTION #176-2021**

Councilperson Olson and Councilperson Geraci introduced Res. No. 176 and moved its adoption:

**RESOLUTION TO AUTHORIZE BOOKKEEPER TO CREATE A TYPE RESERVE ACCOUNT FOR HIGHWAY EQUIPMENT**

RESOLVED, that pursuant to Section 6-c of the General Municipal Law, as amended, the Town Board of the Town of Horicon does hereby establish a capital reserve fund to be known as the "Highway Equipment Reserve Fund" (hereinafter "Reserve Fund"). The purpose of this Reserve Fund is to set monies aside to finance future equipment purchases, and be it further

RESOLVED, that the Bookkeeper is hereby directed to deposit and secure the moneys of this Reserve Fund in the manner provided by Section 10 of the General Municipal Law. The Bookkeeper shall account for the Reserve Fund in a manner which maintains the separate identity of the Reserve Fund and shows the date and amount of moneys deposited into the fund, the amount and date of each withdrawal from the fund, a report showing the cash balance at the end of each fiscal year, and render to the Town Board a detailed report of the operation and condition of the Reserve Fund, and be it further

RESOLVED, that, except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure from this Reserve Fund shall be made without approval by the Town Board and such additional actions or proceedings as may be required by Section 6-c of the General Municipal Law or any other law.

Ayes: 4 (Olson, Geraci, Palmer, Smith) Absent: 1 (Hill) Nays: 0

**RESOLUTION #177-2021**

Councilperson Olson and Councilperson Palmer introduced Res. No. 177 and moved its adoption:

**RESOLUTION TO AUTHORE BUDGET AMENDMENT IN HIGHWAY FUND FOR RESERVE**

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize the Bookkeeper to make the following Budget Amendment in the Highway fund for establishment of the Highway Equipment Reserve fund:

Debit	DA599 (Unappropriated Fund Balance)	\$ 75,000.00
	Credit DA878 (Reserve)	\$ 75,000.00

Ayes: 4 (Olson, Palmer, Geraci, Smith) Absent: 1 (Hill) Nays: 0

**HORICON TOWN BOARD  
REGULAR MEETING & PUBLIC HEARING**

**DECEMBER 16, 2021  
7:00 PM**

*Town Justice Vacancy:* Justice Midgley has been appointed by OCA to continue covering the court after the first of the year. The Board will hopefully have someone in place in time to take the training in April.

***Privilege of the Floor...*** Each speaker is allowed two minutes

-Barb French reminded the Board that the contract for the bottle pickup needs to be renewed by the end of the month.

***Executive Session...***

Motion made by Councilperson Olson, seconded by Councilperson Palmer, to move to Executive Session for discussion regarding collective bargaining unit negotiations, all in favor. The Board moved to Executive Session at 7:40 PM.

The Board returned from Executive Session at 8:05 PM and Councilperson Olson made a motion, seconded by Councilperson Palmer, to return to Regular Session, all in favor. Supervisor Smith said collective bargaining unit negotiations were discussed and no action was taken.

***Adjourn...*** There being no further business to attend to the meeting was adjourned at 8:05 PM by MOTION of Councilperson Geraci and Councilperson Olson, all in favor.

Respectfully Submitted:

\_\_\_\_\_  
Town Clerk