

**Present at meeting:**

Michael Geraci	Supervisor
Kayla Carlozzi	Councilperson
Sylvia Smith	Councilperson
Robert Olson	Councilperson
Peter Palmer	Councilperson
Krista Wood	Town Clerk

Also: Scott Olson, Barb French, John Francisco, Becky Ross, Bernie Bolton, Matt Wood, Teri Schuerlein, Bobby Smith, Gary and Georgia McMeekin.

Supervisor Geraci opened the regular meeting at 6:00pm.

***Approval of Minutes:***

Minutes of November 16, 2023 were approved by Motion of Councilperson Carlozzi and Councilperson Smith.  
Ayes: 5 (Carlozzi, Smith, Olson, Palmer, Geraci) Nays: 0

***Public Hearing – 2024 contracts***

Motion made by Councilperson Olson, seconded by Councilperson Palmer, to open the public hearing.  
Supervisor Geraci opened the Public Hearing for the 2024 Contracts and briefly reviewed the contracts.

No comments were made.

There being no comments, Motion was made by Councilperson Palmer, seconded by Councilperson Olson, to close the Public Hearing. Public Hearing was closed at 6:03 PM.

**RESOLUTION #135-2023**

Councilperson Olson and Councilperson Palmer introduced Res. No. 135 and moved its adoption:

**RESOLUTION TO APPROVE 2024 CONTRACTS AND AUTHORIZE SUPERVISOR TO SIGN**

WHEREAS, the Horicon Town Board held a public hearing on December 21<sup>st</sup> at 6:00 PM regarding the proposed 2024 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 2024 Contracts and authorizes the Supervisor to sign in the following amounts:

Emergency Service Provider	\$ 207,000.00
Horicon Historical Society	\$ 1,500.00
North Warren Chamber of Commerce	\$ 12,000.00
Horicon Free Library	\$ 2,500.00
Chester-Horicon Health Center	\$ 6,000.00
Snowmobile Club	\$ 3,500.00
Horicon Volunteer Fire Company	\$ 291,450.00
Brant Lake Association (BL milfoil)	\$ 32,617.00
Warren County (SL milfoil)	\$ 12,838.17

Ayes: 5 (Olson, Palmer, Smith, Carlozzi, Geraci) Nays: 0

***Approval of Vouchers and Abstracts:***

**RESOLUTION #136-2023**

Councilperson Smith and Councilperson Olson introduced Res. No. 136 and moved its adoption:

**RESOLUTION TO AUTHORIZE PAYMENT OF DECEMBER 2023 ABSTRACTS**

RESOLVED, that the Town Board does hereby authorize the payment of the December 21, 2023 Vouchers and Abstracts as follows:

General Abstract	12	\$ 83,386.85
Highway Abstract	12	\$ 140,877.04

Ayes: 5 (Smith, Olson, Palmer, Carlozzi, Geraci) Nays: 0

***Correspondence to the Board:***

- NYSDEC	RE: Brant Lake Upper dam inspection report
- Roger Friedman	RE: Boat inspections
- Thomas Donahue, Jr.	RE: Letter of resignation from Town Board
- Kristena Hill	RE: Letter of resignation as Zoning Administrator

***Action on Correspondence:***

**RESOLUTION #137-2023**

Councilperson Carlozzi and Councilperson Palmer introduced Res. No. 137 and moved its adoption:

**RESOLUTION TO ACCEPT LETTER OF RESIGNATION FROM KRISTENA HILL**

RESOLVED, that the Horicon Town Board does hereby accept the letter of resignation from Kristena Hill from the position of Zoning Administrator effective December 20, 2023.

Ayes: 5 (Carlozzi, Palmer, Olson, Smith, Geraci) Nays: 0

**RESOLUTION #138-2023**

Councilperson Smith and Councilperson Olson introduced Res. No. 138 and moved its adoption:

**RESOLUTION TO ACCEPT LETTER OF RESIGNATION FROM THOMAS DONAHUE, JR.**

RESOLVED, that the Horicon Town Board does hereby accept the letter of resignation from Thomas Donahue, Jr. from the Horicon Town Board effective December 5, 2023.

Ayes: 5 (Smith, Olson, Palmer, Carlozzi, Geraci) Nays: 0

***Four-year Town Board appointment:***

Supervisor Geraci explained that Tom Donahue, Jr. had resigned from the Town Board, but it was too late to remove his name from the ballot. Tom won the election and has resigned again which leaves the four-year term open. Mr. Geraci said the Board has several options; they can do nothing and leave the seat open, they can appoint one of the two write-in candidates, or they can appoint anyone they want. He said they could wait until the petitions come out in February and see how many candidates there are; if there is only one and that person wins the primary then the Board could appoint after the primary.

Supervisor Geraci said the petitions will be available February 27<sup>th</sup> and they must be in April 4<sup>th</sup>. He noted this is on the Warren County Board of Elections website.

Councilperson Palmer made a motion not to appoint until the petitions are filed. Councilperson Olson seconded the motion.

Councilperson Smith said she is not comfortable not having a full Board as it is not fair to the community. She noted all community comments need to come back to the Town Board and with only four members you are missing a whole voice to bring back what the community wants. She said whoever the Board appoints will have to run in November anyway because the appointment is only for a year. Mrs. Smith added the Board has run too many times with only four Board members, it does not work, and it is not fair to the community. She said she is not in favor of leaving the seat open and votes against the motion.

Councilperson Carlozzi said the townspeople did come out and vote, and although the votes were very close, Tom Donahue did resign but there was a candidate with the second highest number of votes. She said feels the

townspeople voted and, therefore, the Board should appoint that person for a one-year term in fairness to the Town. She noted again that it is only a year since the candidates will need to run again in November.

Councilperson Smith said there are two young candidates that are interested in serving and the Board should take advantage of that by appointing to make it a full Board.

Councilperson Palmer said both candidates got almost the same number of votes and he is not going to be the judge of that. Councilperson Smith pointed out it is close sometimes, noting that Craig Leggett had won his initial election by only two votes. Councilperson Palmer said he does not care, the difference is the public voted for Craig. He said John and Teri were two last minute candidates and he is going to let the public vote. Barb French noted the people did vote. Councilperson Palmer said he is not going to make a decision; he is going to wait and see who runs, end of subject.

Councilperson Smith asked what happens if four people file petitions, that would mean the Town would run half a year with only a four-member Board. She said she is in favor of appointing in order to have a full Board, and then let the candidates run in November.

Supervisor Geraci said the Town of Horicon is a town of the second class which means the Town can run with only a three-member Board, however, the decision was made years ago to have a five-member Board. He said the people did vote and they voted for Pete Palmer and Tom Donahue; the two write-in candidates were within four votes of each other. Mr. Geraci said the Board of Elections did not dismiss any votes and came up with their tally.

Teri Schuerlein said she called the Board of Elections for clarification on what the Town Board can do. She said they told her the Board can appoint an individual and that individual will have to run in November. She said the townspeople put her and John Francisco on the ballot, and the voters, over 250 of them, took the time to write in their vote which means those voters want representation on the Town Board. She said to wait a year is not taking the voters of the Town into consideration.

Bernie Bolton said he agrees; the Town needs a full Board for the community. He noted the people can run in November but right now there are two good candidates and asked what the disadvantages are of a full Board. Supervisor Geraci said this is not a debate.

Gary McMeekin said he agrees with Councilperson Smith and Bernie. He said there are two candidates ready to serve, and it is the Town Board's duty to appoint in order to have a full Board.

Matt Wood said it was a legal election, two people stepped up to run, and there was a winner. He noted people took the time to vote and the Town Board should take that into consideration. He said if the Board waits for the petitions to be filed and then waits to see who wins the primary that means the Town will run with a four-person Board for a minimum of six months. He said running with a four-member Board does not work.

Supervisor Geraci said they ran with a four-member Board after Frank Hill died.

Barb French said the Board is constantly saying they need more people to come to the Board meetings; they need people to step up. She said this gives the wrong idea because people wonder why they should bother to vote if it is not going to mean anything. She asked why the Board would not appoint, noting her father lost an election by one vote. Supervisor Geraci asked if he was on the ballot, Barb said they both were, Supervisor Geraci said that is the point. Barb said people wrote John and Teri's names on the ballot.

John Francisco said he intends to run in November, and he is fine with the Board appointing someone now.

Councilperson Smith addressed the Board noting it is not easy to vote the way you know you should, but you must because we are here to represent the community. She added that both candidates are supportive of one another.

Supervisor Geraci said there is a motion on the floor made by Councilperson Palmer, seconded by Councilperson Olson, not to appoint; he asked the Board if they want to appoint rather than leave it open. Vote is as follows: Hold the position vacant: Palmer – yes, Olson-no, Carlozzi – no, Smith – no, Geraci – yes. Supervisor Geraci noted the motion failed.

Supervisor Geraci told the Board to interview who they would like and be ready to bring forth a candidate for appointment at the January 4<sup>th</sup> organizational meeting.

**Reports:** Town Clerk, Justice, Zoning, Assessor, Transfer Station, Library, NWEMS, Historian, Historical Society

**Supervisor's Report...**see copy attached

Additional comments:

Supervisor Geraci pointed out the Transfer Station is now running at a surplus, not a deficit, and congratulated Barb for how she operates the Transfer Station.

Supervisor Geraci asked Assessor Christine Hayes to explain the proposed tax exemption for firefighters and first responders. Assessor Hayes explained the exemption provides for 10% off the individual's tax bill. However, she said with the Town tax rates being so low the taxpayer would have to have a home assessed for at least \$500,000 in order to get the exemption; there are not too many in Town that would qualify. Supervisor Geraci added it sounds like a very good plan but, in reality, that is about all it does.

Supervisor Geraci noted Warren county is starting their senior transportation program back up and service for Horicon will be on the second and fourth Tuesdays of each month.

He said he is part of a committee that is doing a feasibility study for a morgue for Warren County; it is a very complex, very expensive project, but it is needed.

**Town Board Member Reports...** see copies attached

*Additional comments from Board members:*

-Councilperson Olson said he is concerned about the loss of personnel noting the long-standing need for members on both the Planning Board and the Zoning Board of Appeals. He said the Town needs to do something different and find out why people do not want to serve.

-Councilperson Palmer said he finally has more than two keys for the dam. He said the new tractor is in at the Highway Garage if anyone wants to see it. He said when the Board starts discussing the church and garage, they need to think about the future because the food pantry is at its max and is going to need to be addressed.

-Councilwoman Carlozzi said she is working on the Town's social media. She suggested putting job openings on social media because that is where the younger generation looks. She said Warren County is working on their 2040 project and encouraged people to take interest in what is going on. Supervisor Geraci said there is a quick response code that will take people to the link for the County's Comprehensive Plan.

-Councilwoman Smith said she has been doing follow-up for the stage lighting for Food Truck Fridays as well as with Brian Johnson on the Heintzelman Library window project. She told Brian to go ahead and order all the windows for the Heintzelman and to be ready to do the columns and the entryway; this work will be covered by the grant they received.

**Resolutions:**

Councilpersons Palmer and Olson introduced Resolutions #139 - #150 and moved their adoption:

Ayes: 5 (Palmer, Olson, Smith, Carlozzi, Geraci) Nays: 0

**RESOLUTION #139-2023**

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

RESOLVED, that the Horicon Town Board does hereby authorize the Office of Tax Collector to set up a petty cash fund in the amount of \$200.00 for the 2024 tax collection period.

**RESOLUTION #140-2023**

**RESOLUTION TO ESTABLISH SECOND NOTICE FEE FOR THE 2024 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 2024 to cover the cost of preparing and mailing the delinquent notice.

**RESOLUTION #141-2023**

**RESOLUTION TO AUTHORIZE BUDGET ADJUSTMENTS**

RESOLVED, that the Horicon Town Board does hereby authorize the Bookkeeper to make the following budget adjustments in the General and Highway Funds:

*General:*

<u>Account</u>	<u>Description</u>	<u>Debit</u>	<u>Credit</u>
A1113	Occupancy Tax	\$ 12,655.00	
A6410.4	Occupancy Tax – Contractual		\$ 12,655.00
A9060.8	Health Insurance	\$ 12,212.53	
A1220.103	Supervisor – Bookkeeper		\$ 4,570.00
A1220.2	Supervisor – Equipment		\$ 478.06
A1220.4	Supervisor - Contractual		\$ 929.89
A1220.401	Supervisor – Contractual Bookkeeper		\$ 1,029.98
A1680.4	Data Processing – Contractual		\$ 1,408.38
A4010.4	Health - Contractual		\$ 1,000.00
A7110.120	Parks/Rec – Personnel – Part time		\$ 1,216.00
A7110.2	Parks/Rec – Equipment		\$ 1,409.31
A7110.4	Parks/Rec – Contractual		\$ 14.12
A7110.401	Parks/Rec – Electric - Contractual		\$ 98.92
A7110.402	Parks/Rec – Fuel - Contractual		\$ 57.87
A1410.2	Town Clerk – Equipment	\$ 641.15	
A1410.4	Town Clerk – Contractual		\$ 641.15
A5132.402	Garage – Fuel Contractual	\$ 540.81	
A5132.401	Garage – Electric Contractual		\$ 540.81
A8160.402	Refuse & Garbage Fuel Contractual	\$ 111.31	
A8160.401	Refuse & Garbage Electric Contractual	\$	\$ 111.31

*Highway*

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

**DECEMBER 21, 2023  
6:00 PM**

<u>Account</u>	<u>Description</u>	<u>Debit</u>	<u>Credit</u>
DA5110.4	General Repairs – Contractual	\$ 9,200.19	
DA5130.2	Machinery – Equipment		\$ 1,572.16
DA5142.410	Snow Removal – Salt – Contractual		\$ 7,628.03

**RESOLUTION #142-2023**

**RESOLUTION TO INCREASE FIXED ASSET MINIMUM**

RESOLVED, that the Horicon Town Board does hereby increase the minimum amount for fixed asset tracking purposes from \$250 to \$1,000 effective January 1, 2024.

**RESOLUTION #143-2023**

**RESOLUTION TO AUTHORIZE PAYMENT TO SANTORE WORLD FAMOUS FIREWORKS**

RESOLVED, that the Horicon Town Board does hereby authorize Supervisor Geraci to sign the contract with, and authorize payment to, Santore's World Famous Fireworks, LLC for the fireworks display on August 30, 2024 at a cost of \$5,000.00. Funding for this will be taken from Publicity Fund (A6410.4).

**RESOLUTION #144-2023**

**RESOLUTION TO AUTHORIZE SUPERVISOR TO SIGN CONTRACT WITH CEDARWOOD ENGINEERING**

RESOLVED, that the Horicon Town Board does hereby authorize Supervisor Geraci to sign the contract with Cedarwood Engineering for engineering services for the 2024 calendar year.

**RESOLUTION #145-2023**

**RESOLUTION TO AUTHORIZE SUPERVISOR TO SIGN INTERMUNICIPAL AGREEMENT WITH WARREN COUNTY FOR COMBATING INVASIVE SPECIES**

WHEREAS, Warren County has allocated \$41,666.67 to the Town of Horicon for the purpose of combating aquatic invasive species during the calendar year 2024, and the Town of Horicon agrees to accept the funds for the purpose intended, now, therefore be it

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize Supervisor Geraci to sign the Intermunicipal Agreement with Warren County for combating aquatic invasive species in publicly accessible waters within the Town of Horicon.

**RESOLUTION #146-2023**

**RESOLUTION TO SET STANDARD WORKDAY FOR ELECTED OFFICIAL**

RESOLVED, that the Horicon Town Board does hereby establish the standard workday for the following elected official and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by the official to the clerk of this body:

<u>Name &amp; Title</u>	<u>Standard Work Day</u>	<u>Term Begin/Ends</u>	<u>Participates in Employer's Time Keeping System</u>	<u>Days/Mo.</u>
Kayla Carlozzi (Town Board Member)	6	7/20/23-12/31/23	No	2.32

**RESOLUTION #147-2023**

**A RESOLUTION OF THE TOWN BOARD OF THE TOWN OF HORICON AUTHORIZING THE ADOPTION OF THE 2023 WARREN COUNTY, NY HAZARD MITIGATION PLAN UPDATE**

WHEREAS the Horicon Town Board recognizes the threat that natural hazards pose to people and property within the Town of Horicon; and

WHEREAS the Horicon Town Board has prepared a multi-hazard mitigation plan, hereby known as the 2023 Warren County Hazard Mitigation Plan in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS the 2023 Warren County Hazard Mitigation Plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in the Town of Horicon from the impacts of future hazards and disasters; and

WHEREAS adoption by the Horicon Town Board demonstrates their commitment to hazard mitigation and achieving the goals outlined in the 2023 Warren County Hazard Mitigation Plan.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN OF HORICON, NY, THAT:

The Horicon Town Board adopts the 2023 Warren County Hazard Mitigation Plan. This plan, approved by the community, may be edited or amended after submission for review, but will not require the community to re-adopt any further iterations. This only applies to this specific plan and does not absolve the community from updating the plan in 5 years.

**RESOLUTION #148-2023**

**RESOLUTION AUTHORIZING SOLICITATION OF CRUSHING BIDS**

RESOLVED, that the Horicon Town Board does hereby authorize the Town Clerk to solicit, by legal advertisement, bids for crushing the stockpile of asphalt and stone at the Highway garage. Bids are to be opened at the regular Town Board meeting on January 18, 2024.

**RESOLUTION #149-2023**

**RESOLUTION TO APPOINT INTERIM ZONING ADMINISTRATOR**

WHEREAS, Zoning Administrator Kristena Hill resigned effective December 20, 2023, and now, therefore be it

RESOLVED, that the Town Board of the Town of Horicon does hereby appoint Christine Hayes as Interim Zoning Administrator effective immediately.

**RESOLUTION #150-2023**

**RESOLUTION AUTHORIZING SUPERVISOR TO ATTEND NEWLY ELECTED OFFICIAL TRAINING SCHOOL**

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize the Supervisor to attend the AOT Newly Elected Official Training School January 17-19, 2024. The cost of the training is \$200.00 plus reimbursement for travel expenses.

***Old Business:*** none

***New Business:***

- *Brant Lake Watershed Management Plan grant award:*

Supervisor Geraci explained the Town has been awarded a NYS DOS grant for the Brant Lake Watershed Management Plan. He noted this is important because Brant Lake has been classified as an impaired waterway by DEC. The LCLGRP will manage the grant and there is no cost to the Town.

- *Financial investment update:*

Supervisor Geraci said the Town invested \$2,000,000.00 last year in a high interest-bearing CD with TD Bank. They looked at other financial institutions, but TD had the best rate. That CD came due at the end of November, and it has been extended for an additional four months at a rate of 5.3%. He said the CD will come due March 31<sup>st</sup> and at that time the value of the investment will be \$2,114,000.00.

- *Comprehensive Plan:*

Supervisor Geraci explained that the Town is going to begin working on a new Comprehensive Plan which is funded by a grant. He said the Town will be looking for a lot of participation from the community. He said, for example, part of the plan will be a Zoning sub-committee. He will be looking for members of the community to be a part of the sub-committees, such as members of the Planning Board, local businesspeople, the lake

associations, homeowners' associations, etc. to look at what the Town should look like in the future. Mr. Geraci said work will begin in late January.

*- Adirondack Architectural Heritage grant award for Heintzelman Library:*

Supervisor Geraci said the Town has received an Adirondack Architectural Heritage grant for restoration work on the Heintzelman Library.

***Privilege of the Floor...***

***Announcements...***

-Warren County is in need of drivers for their Meals on Wheels program.

-Supervisor Geraci thanked Councilwoman Smith for filling in the past few months. He noted she has served the Town for many years and expressed his gratitude for all she and her family have done and continue to do for the community.

***Executive Session...***

Motion made by Councilperson Olson, seconded by Councilperson Palmer, to move to Executive Session for discussion on matters regarding the employment or appointment of a particular person, all in favor. The Board moved to Executive Session at 6:50 PM.

The Board returned from Executive Session at 6:56 PM and Councilperson Palmer made a motion, seconded by Councilperson Olson, to return to Regular Session, all in favor. Supervisor Geraci said there was discussion on matters regarding the employment or appointment of a particular person and no action was taken.

**Adjourn...** There being no further business to attend to the meeting was adjourned at 6:57 PM by MOTION of Councilperson Carlozzi and Councilperson Olson, all in favor.

Respectfully Submitted:

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