

**HORICON TOWN BOARD
REGULAR MEETING**

**November 21, 2024
6:00 PM**

Present at meeting:	Michael Geraci	Supervisor
	Kayla Carlozzi Hodgson	Councilmember
	John Francisco	Councilmember
	Teri Schuerlein	Councilmember
	Ed Sim	Councilmember
	Krista Wood	Town Clerk

Also: Becky Ross, Barb French, Assessor Christine Hayes, Scott Hayes, Jim Ventura, Janet Early, Matt Wood, Sylvia Smith, Scott Olson, Dianne Dreyer, and Tim Kerr.

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

Approval of Minutes: Minutes of the October 17, 2024 budget workshop meeting, October 17, 2024 regular meeting, and November 6, 2024 budget hearing were approved by Motion of Councilmember Schuerlein and Councilmember Francisco.

Ayes: 5 (Schuerlein, Francisco, Hodgson, Sim, Geraci) Nays: 0

Monthly Abstract:

RESOLUTION #146-2024

Councilmember Sim and Councilmember Hodgson introduced Res. No. 146 and moved its adoption:

RESOLUTION TO AUTHORIZE PAYMENT OF NOVEMBER 2024 ABSTRACTS

RESOLVED, that the Horicon Town Board does hereby authorize the payment of the November 21, 2024 Vouchers and Abstracts as follows:

- General Abstract 11 \$ 101,418.65
- Highway Abstract 11 \$ 29,572.71

Ayes: 5 (Sim, Hodgson, Francisco, Schuerlein, Geraci) Nays: 0

Correspondence to the Board :

- Adirondack Sports Council RE: Final Occupancy Tax report – Adirondack Marathon

Reports: Town Clerk, Justice, Zoning, Assessor, Transfer Station, Library, NWEMS, Historian, Historical Society and Horicon Fire Company

Supervisor's Report: see copy attached.

Town Board Liaison Reports: see copies attached.

Additional comments:

-Councilmember Hodgson said she and Krista have met with four companies regarding a refresh of the Town's website and there will be more information coming on that soon.

-Councilmember Schuerlein said she would like to have Board approval for a memorial bench in honor of all the people that have helped the town over the years. She will have a local couple, Roman and Queenie Cleveland, make the bench, and she and her husband will pay for it. Supervisor Geraci asked if the Board had any objections; there were none.

Resolutions:

Councilmember Sim and Councilmember Schuerlein introduced Resolutions #147 to #159 and moved their adoption:

Ayes: 5 (Sim, Schuerlein, Hodgson, Francisco, Geraci) Nays: 0

RESOLUTION #147-2024

RESOLUTION TO SET PUBLIC HEARING FOR 2025 CONTRACTS

WHEREAS, monies have been appropriated in the 2025 Budget for contracts in the following amounts:

Emergency Service Provider	\$ 235,996.00
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	\$ 313,450.00
Brant Lake Association (BL milfoil)	\$ 32,617.00
Warren County (SL milfoil)	\$ 12,838.17

NOW, THEREFORE BE IT RESOLVED, that a Notice of Public Hearing will be published stating that a hearing on the above-named contracts will be held on Thursday, December 19, 2024 at 6:00 PM at the Horicon Community Center.

RESOLUTION #148-2024

RESOLUTION TO SET YEAR-END MEETING

RESOLVED, that the Town Board of the Town of Horicon does hereby set the year-end meeting for Monday, December 30, 2024 at 2:00 pm.

RESOLUTION #149-2024

RESOLUTION TO SET ORGANIZATIONAL MEETING

RESOLVED, that the Town Board of the Town of Horicon does hereby set the 2025 Organizational Meeting of the Town of Horicon for Monday, January 6, 2025 at 2:00 pm.

RESOLUTION #150-2024

RESOLUTION TO APPOINT ROB SMITH AS HORICON REPRESENTATIVE TO THE NWEMS

RESOLVED, that the Town Board of the Town of Horicon does hereby appoint Rob Smith as Horicon representative to the NWEMS Board of Directors for a term that will expire December 31, 2025.

RESOLUTION #151-2024

RESOLUTION TO AUTHORIZE ATTENDANCE AT THE ADIRONDACK ASSOCIATION OF TOWNS & VILLAGES MEETING

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize Supervisor Mike Geraci to attend the AATV Membership Meeting in Lake George from December 1 to December 2, 2024 at a cost of \$125.00, plus reimbursement for mileage.

RESOLUTION #152-2024

RESOLUTION TO AUTHORIZE SUPERVISOR TO SIGN THE INTERMUNICIPAL AGREEMENT WITH WARREN COUNTY RELATING TO SOLID WASTE, CONSTRUCTION AND DEBRIS, AND RECYCLING DISPOSAL, AND HAULING SERVICES

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize the Supervisor to sign the Intermunicipal Agreement with Warren County for Solid Waste, Construction and Debris and Recycling Disposal, and Hauling Services; agreement will commence January 1, 2025 and terminate December 31, 2025 with the option for two (2) additional one (1) year terms upon mutual agreement by both parties.

RESOLUTION #153-2024

RESOLUTION TO AUTHORIZE SUPERVISOR TO SIGN AGREEMENT WITH ADIRONDACK EMPLOYEE ASSISTANCE PROGRAM

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize Supervisor Geraci to sign the Agreement with Adirondack Employee Assistance Program for confidential short-term counseling services for employees and immediate family members. Fee for services to be paid by the Town on a semi-annual basis.

RESOLUTION #154-2024

RESOLUTION TO AUTHORIZE SUPERVISOR TO SIGN AGREEMENT WITH STANDARD MEDICAL TESTING SERVICES

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize Supervisor Geraci to sign the Agreement with Standard Medical Testing Services for the calendar year 2025.

RESOLUTION #155-2024

RESOLUTION TO REVISE PROCUREMENT POLICY

WHEREAS, the Town's Procurement Policy was last updated in 2014; and
WHEREAS, the Town has passed a Best Value Local Law; and
WHEREAS, the Town Board would like to revise the Procurement Policy to reflect such Local Law; now, be it
RESOLVED, that to simplify and streamline the Policy, the 2014 Procurement Policy be rescinded; and be it further
RESOLVED, that the Procurement Policy attached hereto and incorporated herein be adopted; and be it further
RESOLVED, the Town Supervisor, Town Clerk and Town Counsel are authorized to take any actions and execute any documents or instruments necessary to implement the intent of this Resolution.

RESOLUTION #156-2024

RESOLUTION TO RE-APPOINT KAREN BURKA TO THE BOARD OF ASSESSMENT REVIEW

RESOLVED, that the Town Board of the Town of Horicon does hereby re-appoint Karen Burka to a new term on the Horicon Board of Assessment Review. The new term is to run from October 1, 2024 through September 30, 2029.

RESOLUTION #157-2024

RESOLUTION TO AUTHORIZE SUPERVISOR TO SIGN AGREEMENT WITH WEST & COMPANY CPAs PC

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize Supervisor Geraci to enter into a professional services agreement with West & Company CPAs PC for a financial review for calendar year 2024 in the amount of \$5,000.00.

RESOLUTION #158-2024

RESOLUTION AUTHORIZING SUPERVISOR TO SIGN AGREEMENT WITH NY CLASS

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize Supervisor Geraci to enter into an agreement with NY Class for investment services.

RESOLUTION #159-2024

Councilmember Schuerlein and Councilmember Francisco introduced Res. No. 159 and moved its adoption:

RESOLUTION TO AUTHORIZE REPAIR OF WINDOWS AT THE HORICON MUSEUM

RESOLVED, that the Horicon Town Board does hereby authorize repairs to the windows at the Horicon Museum by Tower Contracting at a cost not to exceed \$6,300.00, and be it further
RESOLVED, that the Board authorizes a deposit to be paid in the amount of \$3,150.00 when the work is started with the balance due upon completion of the repairs, and be it further
RESOLVED, that the Horicon Historical Society will pay fifty (50%) of the total cost of window repairs.

Old Business:

Community Center roof fascia repair:

The Town Clerk advertised for bids for the Community Center roof fascia repair and one bid was received from Greenwood Industries Inc. at a bid price of \$115,500.00. Councilmember Francisco asked if the bid went by the engineer's specs; Supervisor said it did. Supervisor Geraci said this bid is more than he anticipated. He said he would like to have a meeting with the Finance Committee because there are other projects that will, together with this one, add up to a significant amount of money. He asked if the Board had any objection to accepting the bid and then doing further research on this before making a decision; there was no objection.

Bids for repairs and painting of the Museum Annex:

The Town Clerk advertised for bids for repairs and painting of the Horicon Museum Annex in Adirondack and two bids were received. The first bid was from Frank J. Ryan & Sons at a bid price of \$66,400.00 , and the second bid was from Upstate Estate Management at a bid price of \$137,000.00. Supervisor Geraci asked how long the bids were good for; the bids are good for thirty days. Supervisor Geraci said the Board will not make an award tonight but will review the bids.

Bid for heating fuel oil:

The Town Clerk advertised for bids for heating fuel oil for the Community Center and Transfer Station, and two bids were received. The first bid was from Main-Care Energy at a bid price of \$0.295 above rack , and the second bid was from Buckman’s Family Fuel Co. Inc. at a bid price of \$0.25 above rack .

RESOLUTION #160-2024

Councilmember Schuerlein and Councilmember Sim introduced Res. No. 160 and moved its adoption:

RESOLUTION TO AWARD BID FOR HEATING FUEL OIL FOR 2025

WHEREAS, the Town Board legally advertised for bids for heating fuel oil for the Horicon Community Center and the Transfer Station, and two bids were received and publicly opened on November 21, 2024 at 6:25 PM, now, therefore be it

RESOLVED, that the Horicon Town Board does hereby award the bid for heating fuel oil as follows:

Heating Fuel Oil #2	Buckman’s Family Fuel Co. Inc.	0.25 cents over rack
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Ayes: 5 (Schuerlein Sim, Hodgson, Francisco, Geraci) Nays: 0

Bid for propane:

The Town Clerk advertised for bids for propane for the Highway Garage and the Heintzelman Library and one bid was received from Mountain Petroleum at a bid price of \$1.58/gallon locked price.

RESOLUTION #161-2024

Councilmember Hodgson and Councilmember Schuerlein introduced Res. No. 161 and moved its adoption:

RESOLUTION TO AWARD BID FOR PROPANE FOR 2025

WHEREAS, the Town Board legally advertised for bids for propane for the Horicon Highway Garage and the Heintzelman Library, and one bid was received and publicly opened on November 21, 2024 at 6:25 PM, now, therefore be it

RESOLVED, that the Horicon Town Board does hereby award the bid for propane as follows:

Propane	Mountain Petroleum	\$1.58/ gallon locked price
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Ayes: 5 (Hodgson, Schuerlein, Sim, Francisco, Geraci) Nays: 0

Transfer Station easement:

RESOLUTION #162-2024

Councilmember Francisco and Councilmember Hodgson introduced Res. No. 162 and moved its adoption:

RESOLUTION AUTHORIZING SUPERVISOR TO SIGN EASEMENT RELATED TO TOWN LANDFILL ROAD

RESOLVED, that the Horicon Town Board does hereby authorize the Supervisor to sign an easement to be conveyed from Matt and Krista Wood and Wesley Butler Jr to the Town of Horicon on property concerning Town Landfill Road, when in a form acceptable to Town Counsel, and to take action for recording the easement with the County Clerk and payment of associated recording costs.

New Business:

Comprehensive Plan: Councilmember Hodgson said the committee is making good progress on the Comprehensive Plan and noted they will be having different focus groups for additional input. She urged people to fill out the surveys which are available in the Town Hall and also on the Town’s website and Facebook page.

Privilege of the floor:

-Matt Wood asked if there was any thought on what to do about the water issue on the lawn where the tents are put up in the summer for various events. Supervisor Geraci said he has spoken to HS Granger about it, and there is also a plan to replace the grass with stone. Matt also noted the coating on the light poles around the Mill Pond is starting to come off and they should be re-done. He said the Town Board discussed this quite a while ago, but nothing was ever done about it.

-Tim Kerr, Upstate Estate Management, said he is one of the bidders for the painting and repairs at the Museum Annex. He asked about the specs for the work to be done; he said he understood there was to be a complete stripping of the paint which would mean there would need to be abatement. He explained his quote did include abatement and that is why it was more than the other bidder.

Supervisor Geraci made the following announcements:

-The vault repair project is complete, and it really came out nice.

-The Heintzelman Library windows have been replaced and painted. He met with the people from the grant agency, and they are very happy with the progress being made. He is hoping to get more funding for the remaining work that needs to be done.

-The next regular Town Board meeting is Thursday, December 19, 2024 at 6:00 pm.

-He wished everyone a healthy and Happy Thanksgiving!

Adjourn... There being no further business to attend to the meeting was adjourned at 6:45 PM by MOTION of Councilmember Schuerlein and Councilmember Francisco, all in favor.

Respectfully Submitted:

Town Clerk

**Supervisor's Significant Meetings / Activities Report
October 18 – November 21, 2024**

October 18	Warren County Board of Supervisors meeting
October 21	Warren County Committee meetings
October 22	Warren County Committee meetings
October 25	Meeting with Queensbury Supervisor Etu ref homeless issues & related impacts
October 28	Budget Public Hearing Prep
October 29	Warren County Committee Meetings
October 29	Meeting with Warren County Tourism Director
October 30	Adirondack Association of Towns & Villages in Hadley
October 31	Halloween event at Town Hall
November 1	Warren County Special BOS Budget meeting
November 5	Election Day, Town Hall closed
November 6	Architectural Heritage @ the Heintzelman
November 6	Budget Public Hearing
November 11	Veterans Day, Town Hall closed
November 12	National Grid various issues
November 13	Horicon Historical Society
November 14	Warren County Board of Supervisors / County Budget Public Hearing
November 19	Warren County Committee meetings
November 19	Warren County Traffic Safety Board
November 20	Warren County Committee meetings
November 20	Adirondack Association of Towns and Villages
November 21	Warren County Committee meetings
November 21	NYS Association of Towns Supervisors Roundtable
November 21	Town Board Meeting

Town Board Member Kayla Carlozzi
Activity Report October 15 – November 18, 2024

DATE	ACTIVITY
Thursday, October 17 th	Budget Workshop Town Board Meeting
Monday, October 28 th	Town of Horicon Website Webinar for the possible new platform
Friday, November 1 st	Meet the Candidate Night Nice work library!!
Wednesday, November 6 th	Town of Horicon Comprehensive Planning Meeting Town Board Budget Public Hearing
Friday, November 15 th	Adirondack Common Ground Alliance Annual Forum

John Francisco

Horicon Town Board

Activity Report - October 18 to November 21, 2024

- Oct 21, 2024 Phone conversation with Ethan Manning on roof estimate, have to bid
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- Oct 29, 2024 Phone conversation with Mike on roof. Gary's doing specs.
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- Nov 1, 2024 Candidates night
-

- Nov 4, 2024 Check on Curt at Heinztleman (sp) building.
 - Stopped and checked on work progress on cemetery vault.
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- Nov 5, 2024 Phone conversation with Ethan, info on specs for roof.
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- Nov. 6, 2024 Check on Curt at Heinztleman building. Stain looks good.
 - Met with Kristen from the Grant company
 - Budget meeting
-

- Nov. 7, 2024 Checked at vault. Brian should be finished on Monday.
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- Nov. 14, 2024 Phone call from Tom Robinson, Northeast director of Why Knot services. They are makers of Kasco Ice Retardent systems.
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Town Board Member Teri Schuerlein

October 18 – November 21, 2024

- October 25- Met with Supervisor Geraci. Updates**
- October 25- Stopped at Cemetery to see improvements to the vault**
- October 27- “Meet the Candidate Didi Dwyer @ Meltzer Family Home**
- November 1- “Meet the Candidates” event held by the Library**
- November 2- Met with Barb French @ landfill**
- November 5- Voted!!**
- November 6- Board meeting- Budget vote**
- November 21- Town Board meeting**

Town Board Member Edward Sim
Activity Report October 18 to November 18, 2024

October 24,2024	Spoke with several residents about the proposed 2025 budget.
November 1,2024	Spoke with Supervisor Geraci for updates.
November 4, 2024	Spoke with Highway Superintendent Granger regarding 2025 budget.
November 6, 2024	Attended public hearing and adoption for 2025 budget.
November 12, 2024	Spoke with Fire Chief Hayes about October activity.
November 15. 2024	Spoke with Supervisor Geraci for updates.
November 21, 2024	Attended Town Board meeting.