

**HORICON TOWN BOARD  
REGULAR MEETING**

**December 19, 2024  
6:00 PM**

<b>Present at meeting:</b>	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, HS Darian Granger, ZA Craig Leggett, Ethan Gaddy, Scott Hayes, Wayne Butler, Joan Johnson, Jim Ventura and Janet Early, Matt Wood, Bob and Sylvia Smith, Scott Olson, Bob Olson, Mike Erickson, Dianne Dreyer.

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

**Approval of Minutes:** Minutes of the November 21, 2024 were approved by Motion of Councilmember Hodgson and Councilmember Sim.

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

**Public Hearing – 2025 Contracts**

Motion made by Councilmember Schuerlein, seconded by Councilmember Francisco, to open the public hearing. Supervisor Geraci opened the Public Hearing for the 2025 Contracts and briefly reviewed them.

Mike Erickson asked if the expense of the EMS is divided among Horicon and Chester; Supervisor Geraci said it is an approximate 60/40 split with Chester.

There being no further comments, Motion was made by Councilmember Francisco, seconded by Councilmember Schuerlein to close the Public Hearing. Public Hearing was closed at 6:05 PM.

**RESOLUTION #163-2024**

Councilmember Sim and Councilmember Hodgson introduced Res. No. 163 and moved its adoption:

**RESOLUTION TO APPROVE 2025 CONTRACTS AND AUTHORIZE SUPERVISOR TO SIGN**

WHEREAS, the Horicon Town Board held a public hearing on December 19<sup>th</sup> at 6:00 PM regarding the proposed 2025 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 2025 Contracts and authorizes the Supervisor to sign 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
Friends of the Horicon 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

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

**Ethan Gaddy – Warren County Planning Department:**

Supervisor Geraci said there are several issues that have been discussed for some time which are septic systems and the lack of broadband. He said Ethan Gaddy is here to give an update on these topics.

Mr. Gaddy first explained the septic system replacement program. He said since 2021 Warren County has been administering funds from the EFC (Environmental Facility Corporation) for the septic system replacement program which will cover up to 50% of the system replacement cost up to \$10,000. He said Warren County Planning & Community Development is continuing to apply for additional funding, and he encouraged everyone to apply. He said this will help them show there is a need for their allocation to be increased based on the number of applications received. Mr. Gaddy said the application can be filled out online at <https://warrencountyny.gov/planning>.

Councilmember Schuerlein asked if someone fills out an application but has to replace their septic while they are waiting for approval would they still be able to get funding. Mr. Gaddy said it is their understanding that if an application has been submitted and the person is eligible for the program it is likely they would be reimbursed.

Councilmember Francisco asked if a system needs to be tested or is it the age of the system that determines if it qualifies. Mr. Gaddy said generally they receive the application and then Buildings and Codes reviews the project to be sure there is evidence of a need to replace it.

Supervisor Geraci asked if there is a priority based on the distance of a system from the water. Mr. Gaddy said under the DEC program there is, but under other funding guidelines there is no geographic location requirement.

Mr. Gaddy said the most important thing is for people to fill out the application.

Mr. Gaddy then spoke about the issue of broadband. He said the federal government has earmarked millions of dollars to upgrade broadband, but it takes a very long time for this money to get down to the local level to get the work done. He said they are looking at doing a pre-application process to solicit interest in using something like Starlink or another satellite-based option for internet. He said this application process would allow them to determine if people would be interested in participating in the program which would provide the hardware and then the participant would pay for the monthly service. Doing this pre-application process would allow Warren County to determine what the cost for the program would be. Mr. Gaddy said the goal is to find a far more cost-effective option for broadband.

**Monthly Abstract:**

**RESOLUTION #164-2024**

Councilmember Schuerlein and Councilmember Francisco introduced Res. No. 164 and moved its adoption:

**RESOLUTION TO AUTHORIZE PAYMENT OF DECEMBER 2024 ABSTRACTS**

RESOLVED, that the Horicon Town Board does hereby authorize the payment of the December 19, 2024 Vouchers and Abstracts as follows:

- General Abstract            12        \$ 109,248.81
- Highway Abstract           12        \$ 76,096.59

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

**Correspondence to the Board...** none

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

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

Additional comments:

- Warren County will be taking over waste management services starting January 1<sup>st</sup> with the goal of saving the towns in the County money.
- The Town Board will be meeting at 4:00 pm on January 16<sup>th</sup> to discuss special projects.
- There is work being done on the formation of a Short-term rental policy and the goal is to have a draft ready by the February Town Board meeting with a public hearing in March.

-The Town has received a fifty-thousand-dollar grant from the NYS Dormitory Authority for work on the Heintzelman Library.

**Town Board Liaison Reports:** see copies attached.

Additional comments:

Councilmember Hodgson said the church next door has been sold. She said she and the Clerk continue to work on the future website and expect to have a decision very soon.

Councilmember Schuerlein said she attended the Short-term rental work group meeting and was very impressed with the amount of information the County attendees provided. She noted that a lot of work is being done on this.

**Resolutions:**

Councilmember Hodgson and Councilmember Schuerlein introduced Resolutions #165 to #170 and moved their adoption:

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

**RESOLUTION #165-2024**

**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 2025 tax collection period.

**RESOLUTION #166-2024**

**RESOLUTION TO ESTABLISH SECOND NOTICE FEE FOR THE 2025 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 \$2.00, 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 #167-2024**

**RESOLUTION TO SET SPECIAL MEETING**

RESOLVED, that the Town Board of the Town of Horicon does hereby set a special meeting for Thursday, January 16, 2025 at 4:00 pm to discuss proposed Town Capital projects.

**RESOLUTION #168-2024**

**RESOLUTION TO HIRE WINGMEN**

RESOLVED, that the Horicon Town Board does hereby hire Wayne Kennedy, Ed Jay, Jerry Waters, Carter Granger, and Mike Durose as wingmen for the 2024/2025 season at the budgeted rate.

**RESOLUTION #169-2024**

**RESOLUTION TO AUTHORIZE SUPERVISOR TO SIGN AGREEMENT WITH ADIRONDACK PARK LOCAL GOVERNMENT REVIEW BOARD**

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize Supervisor Geraci to sign the Agreement between the Town of Horicon and the Adirondack Park Local Government Review Board and further authorizes payment in the amount of \$300 in support of the work of the Review Board.

**RESOLUTION #170-2024**

**RESOLUTION TO UPDATE THE EMPLOYMENT POLICIES AND PRACTICES MANUAL**

RESOLVED, that the Horicon Town Board does hereby update the Town of Horicon Employment Policies and Practices Manual to be effective December 20, 2024.

***Old Business:***

***Community Center roof fascia repair and Museum Annex repairs and painting:***

Supervisor Geraci said the bids for both projects were opened at the November 21<sup>st</sup> meeting. The engineer reviewed the bids, and they think there are some amendments that could be made for both projects. Supervisor Geraci said, after his presentation to the Town Board on January 16<sup>th</sup>, the engineer will produce new specs for both projects. He said once the new specs are ready, and the Board has reviewed the information, the projects will be put out for bid again; he noted these will be spring projects.

***New Business:***

Supervisor Geraci explained that the eleven windows at the Heintzelman were stained, and now they want them varnished. Curt Morehouse submitted a proposal to apply one coat of varnish at a cost of \$1,100, or two coats at a cost of \$2,200. Supervisor Geraci noted the work will be covered by the grant from Adirondack Architectural Heritage. Councilmember Francisco said they will need to see what it looks like after the first coat dries to determine if a second coat is needed.

**RESOLUTION #171-2024**

Councilmember Francisco and Councilmember Schuerlein introduced Res. No. 171 and moved its adoption:

**RESOLUTION TO AUTHORIZE PAINTING OF HEINTZELMAN LIBRARY WINDOWS**

RESOLVED, that the Horicon Town Board does hereby authorize Curt Morehouse to apply varnish to the window casings and sashes in the Heintzelman Library at a cost not to exceed \$2,200.00.

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

Councilmember Francisco said he wants the cemetery gates opened at noon on December 24<sup>th</sup> and closed again in the morning on December 26<sup>th</sup>; he does not understand why the gates are closed. It was explained that the gates are closed during the winter because there have been issues in the past with people driving into the cemeteries in the winter and driving over graves, damaging headstones, and damaging the road. It was decided the gates would be kept closed for that reason.

***Privilege of the floor:***

Councilmember Hodgson said, regarding the septic and broadband applications Mr. Gaddy spoke about, if there are people that are eligible for these programs but do not have the ability to complete the applications then please send them to North Country Ministry who will help them with the process.

***Announcements:***

The next Town Board meeting is the year-end meeting on Monday, December 30<sup>th</sup> at 2:00 pm.

The Organizational meeting is Monday, January 6, 2025 at 2:00 pm.

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

Respectfully Submitted:

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Town Clerk

**Supervisor's Significant Meetings / Activities Report  
November 22, - December 19, 2024**

<b>November 22</b>	<b>Warren County Board of Supervisors Committee meetings</b>
<b>November 23</b>	<b>Council Member Francisco ref Town capital projects</b>
<b>November 25</b>	<b>Short Term Rental Policy Development Work Group</b>
<b>November 25</b>	<b>Town Health Officer</b>
<b>November 25</b>	<b>Broadband expansion discussions with Warren County Planning</b>
<b>November 26</b>	<b>Council Member Carlozzi ref Town capital projects</b>
<b>November 26</b>	<b>Council Member Francisco ref Capital Projects</b>
<b>November 26</b>	<b>Cedarwood Engineering – Town Projects</b>
<b>November 27 &amp; 28</b>	<b>Closed for Thanksgiving</b>
<b>December 1 &amp; 2</b>	<b>Adirondack Association of Towns and Villages Conference in Lake George</b>
<b>December 4</b>	<b>Employee Assistance Program Briefing</b>
<b>December 4</b>	<b>Cedarwood engineering, Council Member Francisco ref capital projects</b>
<b>December 5</b>	<b>Lake Champlain Lake George Regional Planning Board ref managed projects</b>
<b>December 8</b>	<b>Childrens Christmas event at Town Hall</b>
<b>December 9</b>	<b>Horicon Historical Society</b>
<b>December 10</b>	<b>NYS Dormitory Authority ref grant for Adirondack Museum</b>
<b>December 11</b>	<b>Cedarwood Eng. / Town Hall roof project</b>
<b>December 11</b>	<b>Sheriff ref County facility repairs</b>
<b>December 11</b>	<b>Town staff Christmas luncheon</b>
<b>December 13</b>	<b>Out of the office</b>
<b>December 16</b>	<b>NYS Association of Town Supervisors Roundtable</b>
<b>December 16</b>	<b>NYS Dormitory Authority ref Adirondack Museum grant award</b>
<b>December 17</b>	<b>Upper Dam Committee</b>
<b>December 18</b>	<b>Meeting with CPA firm ref financial review</b>
<b>December 18</b>	<b>Short Term Rental Policy Development Work Group</b>
<b>December 19</b>	<b>Briefing for new Town Board Member Scott Hayes</b>
<b>December 19</b>	<b>Town Board Meeting</b>

**Town Board Member Kayla Carlozzi**  
**Activity Report November 18 – December 18, 2024**

<b>DATE</b>	<b>ACTIVITY</b>
Wednesday, November 20 <sup>th</sup>	Met with Krista & Drupal for website back-end possibility
Tuesday, November 26 <sup>th</sup>	Met with Supervisor Geraci regarding Facilities & Grounds
Wednesday, November 18 <sup>th</sup>	I called regarding the church's next store to see what price they have it listed for and if they would be willing to work with the town of Horicon as a tax write-off/donation.  Warren Country Republican meeting regarding identifying a candidate for the anticipated 21st AD vacancy.
Thursday, November 19 <sup>th</sup>	Post Form Common Ground Alliance Meeting

# John Francisco

## Horicon Town Board

### Activity Report –November 22 to December 18 2024

- 11/22 Picked up estimates at Town Hall for Community Building roof and Adirondack museum painting project. Review proposals.
- 11/23 Phone conversation with Steve Ryan regarding the painting proposal for Adirondack museum. Phone call with Superintendent about Gary (engineer) concerning specs on Museum project. Proposals opposite-one involves encapsulation and the other a complete removal.
- 11/25 Phone call with Ethan Manning regarding the roof estimates
- 11/26 Met with Craig Leggett with questions about adding ice retardant systems to zoning laws on dock permits
- 11/27 Meet Curt Morehouse about estimate for applying polyurethane finish on windows on Heintzelman Library. Phone call with Supervisor regarding meeting with Gary on Dec. 4<sup>th</sup> 2024 to review estimates.
- 12/2 Collected paint samples and dirt from Adirondack museum building to check for lead paint. Purchased lead paint test kit
- 12/3 Conducted tests on paint scrapings and dirt. Paint tested a minor level positive and dirt sample was negative.
- 12/4 Meeting with Mike, Gary, Krista and Becky. Reviewed estimates and discussed options.
- 12/5 Phone call to Bob Ryan (painting company). Estimate price is standing until springtime. Phone call to Tim at Upstate Management letting him know the painting project will be an encapsulation, not removal. Encouraged him to resubmit a new bid. (all above regarding Adirondack museum building)
- 12/9 Measured square footage of Adirondack museum building

**Town Board Member Teri Schuerlein**

**November 22- December 19, 2025**

**November 25- Short-Term Rental Committee Meeting**

**November 30- Met with Barb French- update on landfill**

**December 18- Short-Term Rental Committee Meeting**

**December 19- Town Board Meeting**

Town Board Member Edward Sim  
Activity Report November 21 to December 31 2024

December 2, 2024	Spoke with Supervisor Geraci for updates.
December 9, 2024	Spoke with Highway Superintendent Granger
December 10, 2024	Spoke with Fire Chief Hayes about November activity.
December 13, 2024	Spoke with Supervisor Geraci for updates.
December 19, 2024	Attended Town Board meeting.
December 30, 2024	Attended Town Board year end meeting