

State of New York  
County of Fulton  
Town of Caroga

Minutes of the Caroga Town Board Reorganizational meeting held Wednesday January 7, 2015 at the municipal building located at 1840 State Highway #10 at 7:00 pm with the following persons in attendance by Roll Call:

Supervisor Ralph Ottuso – Here  
Council Member Robert Sullivan - Here  
Council Member Greta Frasier - Here  
Council Member Anthony Sturchio – Here  
Council Member John Glenn – Here

Other town department representatives in attendance were Lita Hillier Budget Director, Steve Putman Highway Superintendent, Deputy Highway Superintendent – Charles Wager, Highway Dept. workers – Edward Cooper, Chad King, Chris Jason Bush, Judith Aldinger – Deputy Town Clerk, Donald Travis – Building Maintenance, Shelia Yates – Code Officer, and Mrs. Wager,

The Lita Hillier -Secretary to the Supervisor discussed a notice she received from NBT Bank. They will no longer provide checks free of charge to the town. This was the only district they did it for. This was a curtesy from City National Bank, which they bought out. She estimates it will cost us quite a bit for checks. Other vendors will be contacted – Mike Shrader, or an online company. It was noted that laser checks are needed to fit the program Mrs. Hillier. Supervisor Ottuso has already tried talking to officials at the bank. Other banks will also be contacted - 1st Niagara.

The tax collector ordered checks after they announced they would no longer provide them to the town at no cost. She has a 3 - 5 year supply.

**RESOLUTION #2015-001 stating Organizational Business – Miscellaneous** was offered by Supervisor Ottuso at the Reorganizational meeting held Wednesday January 7, 2015. The following information was examined and reviewed for the purpose of conducting business in the Town of Caroga for the year 2015:

Financial Institutions:  
NBT 142 N. Comrie Ave. Johnstown NY (for 60 days)  
1st Choice Credit Union Johnstown NY  
Adirondack Trust Co. Saratoga Springs NY

The Regular meetings of the Town Board of the Town of Caroga will be held on the second Wednesday of each month at 7:00 p.m.

That the Supervisor is authorized to do the following: Invest money anytime that there is money to invest. Pay fixed bills such as telephone, electric, gasoline, oil, salaries, contract, insurance

etc. when due. Pay quarterly salaries of elected officials on the same day as the second bi-weekly payroll of the following months - March, June, September, and December.

That Gas Mileage for the year 2015 will be \$0.50 per mile. Detailed logs shall be kept and submitted monthly.

That the Highway Superintendent is authorized to spend \$5,000.00 without authorization - keeping within budget appropriations for daily and weekly supplies.

The Official Newspaper - Leader Herald

The Rate for Election Inspector for the year 2015 Primary Day - \$125.00 Election Day - \$160.00 -\$10.00 per hour for any broken days. Payment for mileage is \$0.50 per mile. A rate of \$25.00 has been set for attending school. The chairman is paid and extra \$25.00 as they perform extra work.

If an elected or appointed official is going to go on vacation or to a seminar, etc. for more than 48 hours, the Supervisor or Town Clerk should be notified and it should be marked on a calendar in the Town Clerk's office.

The motion was seconded by Council Member Sullivan

ADOPTED 5 Ayes, Ottuso, Sullivan, Frasier, Sturchio, Glenn

**RESOLUTION #2015-002 Naming Elected Officials and their Positions** was offered by Council Member Glenn at the reorganizational meeting held Wednesday January 7, 2015. The town board reviewed the list of elected officials as follows:

Supervisor – Ralph M. Ottuso  
Highway Superintendent – Steven Putman  
Town Clerk/Tax Collector/Registrar/Records Management Officer - Linda Gilbert  
Town Justice - James Subik  
Council Member – Robert Sullivan  
Council Member – Greta Frasier  
Council Member – Anthony Sturchio  
Council Member – John Glenn

The motion was seconded by Council Member Sturchio

ADOPTED 5 Ayes, Ottuso, Sullivan, Frasier, Sturchio, Glenn

**RESOLUTION #2015-03 Naming Appointed Positions for the year 2015** was offered by Council Member Frasier at the regular monthly and reorganizational meeting held January 7th, 2015. The following persons are hereby appointed as officials in the Town of Caroga for the year 2015.

Sanitation Inspector – Shelia Yates  
Code Enforcement Officer – Shelia Yates  
Registrar of Vital Statistics - Linda Gilbert  
Dog Control (Animal Control Officer) - Howard Dutcher  
Health Officer – Howard Dutcher  
Youth Director – Rebecca Ward  
Historian –Richard Nilsen  
Building Maintenance Staff – Donald Travis  
B.T.I. Coordinator – John Delesky  
Weed Harvesting Coordinator - Jack DeWeese  
Sole Assessor – Dorothy Parker appointment 10/1/13 to run until 9/31/19  
Attorney to the Town - David Jung  
Golf Professional/Greens keeper/Manager - Steve Jennings  
Planning Board Chairman – unnamed  
Zoning Board Chairman – unnamed  
Alternate Members to the Planning Board – Al Kozakiewicz & Bert Wilson  
Alternate Member to the Zoning Board of Appeals – 1 vacancy  
Assessor Clerk- unnamed  
Deputy Town Supervisor – Robert Sullivan  
Deputy Highway Superintendent – Charles Wager  
Deputy Town Clerk –Judith Aldinger  
ZBA & Planning Clerk – Linda Gilbert  
Code Enforcement Clerk – Unnamed  
Bookkeeper and Budget Officer – Lita Hillier  
Court Clerk – Thelma Subik  
Clerk to the Highway Superintendent – Linda Gilbert

Council Member Sullivan seconded the motion.

It was noted that the contract with the Golf Pro needs to be reviewed and enacted.

ADOPTED 5 Ayes, Ottuso, Sullivan, Frasier, Sturchio, Glenn

Shelia Yates stated that Jennifer Blowers said she would volunteer to help her out doing filing in her office. Supervisor Ottuso did not think she could be appointed and not pay her. Council Member Frasier’s comment “was sign her up.”

The board reviewed the figures paid to the Assessment Review Board and the Chairman. The board noted the change in the minimum wage to \$8.75 per hour. Council Member Sullivan suggested raising all salaries under \$10.00 per hour to \$10.00 per hour. Mrs. Hillier wished they had discussed this at budget time.

**RESOLUTION #2015 - 004 to set yearly salaries and hourly rates for the year 2015** was offered by Council Member Frasier at the regular monthly and reorganizational meeting held January 7th, 2015. The following salaries were reviewed and discussed as follows:

(4) Town Board Members	\$3,043.75 ea.
(1) Budget Officer	\$5,346.00

Salary Elected & appointed Officials to be paid monthly:

(1) Town Justice	\$13,055.00
(1) Dog Control Officer PT	\$ 5,317.00
(1) Attorney to the Town (paid monthly by contract)	\$ 500.00
(1) Court Clerk	\$ 2,354.00

Salary Appointed Officials to be paid annually:

(1) Health Officer (per deem)	
(1) Historian	\$ 301.00
(1) Assessment Review Board (Chairman)	\$ 392.25
(4) Assessment Review Board Members	\$ 315.00
(1) Deputy Superintendent of Highways	\$ 2,000.00
(1) Weed Coordinator	\$ 917.00

Salary Elected & appointed Officials to be paid bi-weekly:

(1) Supervisor	\$10,232.00
(1) Deputy Supervisor	\$ .00
(1) Bookkeeper to Supervisor (secretary)	\$21,100.00
(1) Town Clerk/Tax Collector	\$30,832.00
(1) Sole Assessor	\$30,000.00
(1) Code Enforcement Officer	\$21,040.00
(1) Registrar of Vital Statistics	\$ 550.00
(1) Superintendent of Highways (refuse Coordinator duties)	\$43,145.00
(1) Greens Keeper (Manager/Golf Pro) per contract	\$39,769.00
(1) B.T.I. Coordinator	\$14,398.00

Appointed Employees to be paid hourly:

Clerk PT (assessment Review Board) not to exceed \$300.00 per year	\$ 10.00
Laborers (Refuse/Highway; full-time)	\$ 13.74
Laborers (Refuse/Highway; part-time)	\$ 13.17
(2) Deputy Town Clerks -Not to exceed \$9,000.00 per year	\$ 10.00
Laborers (Golf Course I)	\$ 10.34
Laborers (Golf Course II start of 3rd yr./after 2 summers)	\$ 13.59
Assistant to Golf Professional (Pro Shop I)	\$ 10.00
If a new person starts as assistant to golf pro starting rate is	\$ 10.00
Assistant to Golf Professional (Pro Shop II start of 3rd yr. /after 2 summers)	\$ 11.05
BTI Technicians (I)	\$ 10.03
BTI Technicians (II)	\$ 11.30
(1) Clerk PT (Code Enforcement) (Not to exceed \$9,548.00)	\$ 12.01
Divers senior – has worked for the town previously	\$ 20.52
First year starting Diver rate	\$ 20.13
Tenders – senior	\$ 12.00

First year Tender	\$ 11.76
(1)Laborer (Janitorial)	\$ 12.36
(1) Planning & Zoning Secretary	\$ 10.00
Any new employee clerk will start at	\$ 10.00
Assessor Clerk (not to exceed \$4,635.00)	\$ 12.19
Building Maintenance worker	\$ 20.00
Lake Stewards	\$ 10.00

Council Member Sullivan seconded the motion.

ADOPTED 5 Ayes, Ottuso, Sullivan, Frasier, Sturchio, Glenn

**RESOLUTION #2015 – 005 Setting the benefit package for the Highway Department** was offered by Supervisor Ottuso at the Regular monthly and reorganizational meeting held on Wednesday January 7, 2015. The Town Board discussed with Steve Putman the Highway Superintendent the salaries and benefits for the year 2015 for a maximum of eight (8) Highway Department Employees or the equivalent of as follows:

Entry Level MEO’S start at - \$13.74  
 After 24 months of Employment - \$14.60  
 After 48 months of Employment - \$15.44  
 After 60 months of Employment - \$16.30  
 Motor Equipment Operators – MEO’s - \$16.30 per hour for the year 2015 Mechanics - \$13.74 per hour for the year 2015 as directed with steps

Starting January 1, 1990 and each year thereafter, each employee will receive \$50.00 longevity per year for each year of service after ten (10) years of service with the Town of Caroga they will receive \$100.00 per year - to be paid with the first pay period of November of each year. In the event that an employee leaves employment with the Town of Caroga during a calendar year they would receive their longevity pro-rated for that particular year. They would receive \$25.00 up until July first and the full \$50.00 thereafter till December 31st.

In the event that an employee terminates employment with the Town of Caroga and then is re-hired they will start from day one with the \$50.00 longevity.

New employees have 5 days pay held back. Employees are paid on Friday's bi-weekly. They will be paid one and a half times for any hours over 40 earned hours in any pay period covering 7 days Monday - Sunday.

When an employee works on a holiday, the employee is to be paid for the holiday plus one and a half times their hourly rate for hours worked for the day.

FRINGE BENEFITS - HOLIDAYS - 11 PAID - New Year’s Day, Good Friday, Memorial Day, Independence Day, Labor Day, General Election Day, Veterans Day, Thanksgiving Day, and Christmas Day. Floating Holidays are: Columbus Day and Martin Luther King Day.

PERSONAL DAYS - Two paid personal days per year; to be used within the year.

VACATION DAYS – Nine hours per month after six (6) months employment with the Town, but not to exceed 40 accumulated days at any time. The employee must request and get approval from the Highway Superintendent prior to taking vacation time.

SICK DAYS – six hours per month after six months of employment with the Town not to exceed twenty accumulated sick days at any time.

UNUSED SICK TIME - Employees who do not utilize any sick time in a calendar year shall be paid \$200.00. Such payment shall be paid in the first payroll in January in the succeeding year.

Effective January 1, 2010: All current full time Town of Caroga Highway Dept. employees shall solely be responsible to obtain and maintain a NYS CDL driver's license commensurate with their expected duties within 6 months of formal notification of this adopted policy. All future renewals and upgrades shall be the sole responsibility of the employee. All future employees of the Town of Caroga Highway Dept. shall possess a NYS CDL class driver's license as a condition of employment. Failure to comply with this directive shall result in disciplinary action up to and including a formal letter of discussion, a warning letter, and unpaid leave up to and including termination.

Personnel Policy effective June 10, 2009: A Town employee shall not appropriate or use Town-owned, -leased or -rented property including vehicles or equipment for other than official business. Further, Town employees shall exercise all reasonable and prudent measures to preclude the same for any unauthorized possession or use. The use of town-owned equipment or private use of such equipment is not permitted, and such a violation is subject to discipline. First a verbal warning will be given, second a written warning is issued and with a third violation time off from work and loss of wages. The Personnel Policy shall be signed on a yearly basis.

CLOTHING ALLOWANCE - \$375.00 per year clothing allowance per person for the highway personnel to be paid on March first of each year.

COUNTY COMPENSATION - COUNTY PAID - 100%

HEALTH INSURANCE – as of January 1, 2010 fulltime employees of the Town of Caroga Highway Dept. shall be responsible for contribution to the specified Health Insurance coverage at a rate of 0% of their salary for individual coverage, 2% of their salary for 2 person coverage, and 4% of their salary for family coverage. Health insurance coverage shall begin after six (6) months of employment.

NEW YORK STATE RETIREMENT PLAN 75-C TIER 1,2,3,4,5, & 6

Bereavement Policy – We have taken into consideration the personal needs that arise from the death of an immediate family member. You will be allowed leave up to three days with full pay until and including the day of the funeral. Funeral leave pay will not be granted to employees attending a funeral during periods when, for other reasons, they are not at work, such as vacation,

holidays, and illness. Immediate family is understood to include father, mother, spouse, child, sister, brother, mother-in-law, father-in-law, brother-in-law, sister-in-law, grandparents, or any relative who lives with the employee.

The motion was seconded by Council Member Glenn.

ADOPTED 5 Ayes, Ottuso, Sullivan, Frasier, Sturchio, Glenn

Donald Travis – Building maintenance asked if he could receive a clothing allowance also. Supervisor Ottuso suggested \$225.00 per month.

Supervisor Ottuso asked if there were any other policies he wanted added to this benefit package. Mr. Putman stated he makes memos setting policies for the guys.

Mrs. Hillier asked what was going to be done with the other appointed and elected longevity. The board didn't think it could be done for other officials.

Council Member Glenn wondered if each year the salary increases would be 1½% per year going forward. It was noted that this is decided each year.

Mrs. Hillier discussed the CHIPS figures with the Highway Superintendent to amend the budget.

The Budget Director explained about the three resolutions being offered this evening. This is what is needed to make the account line items balanced at zero because they are overdrawn the amount shown or she needs a little extra to cover more bills coming in yet. The ones that are exact she has figured what she needs. The ones with even amounts are in not over drawn yet but will be. She noted health insurance had a lot of money left over in it and she is using "peter to pay Paul."

Council Member Sullivan noted that there was a change in the health insurance policy recently. It effects prescriptions – with generics brands you now pay a very minimal charge. If you have to be on a brand you have to pay 50% of the cost. Next year Council Member Sullivan asked that the representative talk to him and Council Member (Dr.) Glenn. From what he is able to see that is the only change. "We may be better off paying a \$20.00 co-pay to the doctor four times a year to have a better prescription plan. Supervisor Ottuso noted the insurance went up 30% this year. Council Member Sullivan thought there could have been other options for the town to look at.

Council Member Frasier noted that Empire just pulled out of the Child Care Plus. So now more people are using CDPHP. Now they have the expense of those people coming onto this program – they have to make up the money somewhere.

Mrs. Wager noted doctors now ask where the insurance is through Health Care Plus or an employer.

Council Member Sullivan stated after February 1st he didn't believe Rite Aid would be accepting CDPHP prescriptions.

Mrs. Hillier noted the towns insurance now also includes the mandated dental insurance. This affects families with dependents under a certain age. Mrs. Hillier will review the premium tomorrow.

Supervisor Ottuso suggested having the insurance representative in to review our insurance with the employees.

Council Member Glenn noted he does not take the health insurance from the town. He thinks the benefit should come back to him – Supervisor Ottuso brought up the figure of \$2,500.00. He has reviewed this with the Budget Director who works for other towns. She stated other towns reimburse \$5,000.00, and \$2,000.00. The county buy back is \$750.00. Council Member Sturchio noted it costs him \$200.00 a month on his wife's insurance. Our rates are lower because if you don't use the policy the deductible is lower. Supervisor Ottuso stated the town saved \$30,000.00 last year by raising our deductible to paying our deductible. If we keep the deductible lower than 60% of our actual cost we are saving money.

**RESOLUTION #2015-006 to set the Town of Caroga minimum wage to \$10.00** was offered by Council Member Glenn at the reorganizational meeting held on Wednesday January 7, 2015 and **WHEREAS**, Council Member Sullivan discussed with the board the idea of raising the minimum wage for the town to \$10.00.

Now therefore be it **RESOLVED** that the Caroga Town Board does hereby set the minimum wage at \$10.00. The motion was seconded by Council Member Sturchio.

Discussion: The budget director stated anyone under \$10.00 is bumped to \$10.00. BTI Techs are currently paid \$10.03 and the board was good with that.

ADOPTED 5 Ayes, Ottuso, Sullivan, Frasier, Sturchio, Glenn

The Clerk noted that in the 2015 budget sheets she had already raised the salary of the Deputy to \$10.00. This would have brought the salary up to exceed what the people who watch the boats being launched were paid.

**RESOLUTION #2015-007 to compensate eligible employees who don't take town health Insurance** was offered by Council Member Sullivan at the reorganizational meeting held on Wednesday January 7, 2015 **WHEREAS**, the Town Board discussed the health insurance benefit offered to its employees, and **WHEREAS**, it was noted that some employees do not take the Health Insurance Benefit offered, Now therefore be it **RESOLVED**, that the Caroga Town Board does hereby move to compensate those eligible (elected and appointed) employees the amount of \$2,500.00 if they do not participate in the Towns Health Insurance policy.

The motion was seconded by Supervisor Ottuso.

ADOPTED 5 Ayes, Ottuso, Sullivan, Frasier, Sturchio, Glenn

It was noted that this is taxable. It is not retro.

**RESOLUTION #2015-008 Make Necessary year-end Budget transfers** was offered by Council Member Sullivan at the reorganizational meeting held on Wednesday January 7, 2015 and **WHEREAS**, the Budget Director Lita Hillier discussed and reviewed with the board the following transfers, Now therefore be it **RESOLVED** that the Caroga Town Board does hereby move to make necessary year-end budget transfers as follows:

To: A1620.2 – Buildings E.Q.	\$4,323.63	
From: A1620.4 – Buildings C.E.		\$4,323.63
To: A1670.4 – Central Print/Mail	\$2,323.63	
From: A1990.4 – Contingent		\$2,323.63
To: A1910.4 – Unallocated Insurance	\$ 430.05	
From: A1990.4 – Contingent		\$ 430.05
To: A4050.4 – BTI C.E.	\$3,960.31	
From: A1990.4 – Contingent		\$3,960.31
To: A5132.4 – Hwy. Garage C.E.	\$1,500.00	
From: A1440.4 – Engineer C.E.		\$1,500.00
To: A5182.4 – Street Lighting	\$3,500.00	
From: A1440.4 – Engineer C.E.		\$3,500.00
To: A6410.4 – Publicity C.E.	\$ 600.00	
From: A1990.4 – Contingent		\$ 600.00
To: A7180.2 – Golf Course E.Q.	\$9,956.90	
From: A7180.4 – Golf Course C.E.		\$9,956.90
To: A8989.4 – Timber Sale C.E.	\$ 705.90	
From: A9060.8 – Health Insurance		\$ 705.90
To: A9010.8 – Retirement	\$ 681.00	
From: A9060.8 – Health Insurance		\$ 681.00
To: DA5130.2 – Machinery E.Q.	\$67,459.10	
From: DA9060.8 – Health Insurance		\$20,276.10
From: DA9901.9 – Transfer to Capital Proj.		\$35,000.00
From: DA9720.6 – Bond Principal		\$12,183.00

The motion was seconded by Supervisor Ottuso.



Supervisor Ottuso asked if there was a town law that says you have to be insured as a contractor to do work in the town. At this time no. Ms. Yates noted that most of the contractors do provide her with proof of insurance. Supervisor Ottuso thought it was a good idea as did Council Member Glenn. Council Member Sullivan asked what if the contractor is doing the work for a friend. The homeowner has insurance he noted. Supervisor Ottuso had been talking to other town supervisors who are requiring it. This eliminates problems. Contractors getting permits would show proof of insurance. But a homeowner would not. Mr. Putman noted the contractor does not have to get the permit that is the homeowner's responsibility to supply that. He thought forcing contractors to get insurance just gives somebody another reason to sue you. Not all towns have this regulation. He thought it was up to the person having the work done to decide if the person was insured or not.

Council Member Sullivan noted we have talked about blight for the past few months. Do we want to consider reducing the cost of transfer station permits? Supervisor Ottuso noted last year he evaluated the revenues from the permits in comparison to the tipping fees paid out. Council Member Sullivan noted the other town's permits are lower in cost. Permits sold don't even cover ½ of the tipping fees paid yearly.

It was noted that the sticker must go on the window of the vehicle. Council Members Sullivan saw someone at the station last year with the permit on the dash and they had to ask directions to the site. This caused him to wonder where they were from. Supervisor Ottuso was concerned that one guy in the neighborhood has a trailer and lets the community use it.

Council Member Frasier suggested having free days during the summer for residents to use the transfer station. She suggested every other Saturday. Supervisor Ottuso suggested the month of July is clean up time. A special permit could be created to make sure of residency so people would not come up from Gloversville or other parts of the county to dump. The board wants to make it as easy as possible to get rid of garbage. The board will think about it.

Mr. Wager noted he was turned away from getting a permit for his 6 x 10 dump trailer. Yet if he puts the tailgate down on his pickup truck it is the same size. What is the difference? The county only allows 5 x 8 trailers into the transfer station. Supervisor Ottuso will talk to the county about this. He noted some of the big dump trailers are like small dumpsters. That is what they are trying to avoid. Council Member Sturchio wanted to make sure the person towing the trailer is the person authorized to dump. Having the trailer sticker on the truck/tow vehicle would be proof they were authorized. The county limits/regulates the number of trips one permit can make in a short timeframe. If the project is over 5 loads then the resident should get a dumpster. One person can't fill the dumpster. The clerk wants to get the directory published soon. She asked that any changes like the free weekends be finalized at the next meeting.

Ms. Yates noted at the last meeting a resident discussed with the board opening a taxi cab service. She would like to have some guidelines in place to regulate them. She pulled information together from eight other ordinances. She noted there is a registration fee per vehicle. She noted the City of Gloversville states you have to be clean and presentable. One company has a dress code. Council Member Sullivan stated we could put that in there. Council Member Frasier questioned how we could tell a taxi cab driver to how to dress and not someone

in a restaurant. Someone noted there were NYS Health laws governing restaurants. Council Member Glenn noted these people were interested in doing medical transport. He wondered if there were any policies governing them. He asked the clerk to research that aspect. She also asked the board if they had any input on what zoning district this would be allowed in. Ms. Yates stated approval would have to be obtained from the Zoning Board of Appeals. The board discussed where repairs would be conducted. Mr. Putman stated the area being discussed is at the end of Shutts Rd. which is in the Town of Caroga. A property on North Bush Rd was discussed. Ms. Yates thought it was commercial. The clerk noted if a non-conforming use is discontinued for a period of two (2) years, further use of the property shall conform to the ordinance or be subject to review by the Zoning Board of Appeals.

**RESOLUTION #2015-011 to hold a public hearing on Proposed Local Law #1 –2015** was offered by Council Member Sullivan at the reorganizational meeting held on Wednesday January 7, 2015 and **WHEREAS**, the board discussed and reviewed the Proposed Local Law #1 to regulate Taxi Cab and Livery service in the Town of Caroga, and **WHEREAS** the Town Attorney has reviewed and signed off in approval of the proposed Local Law, Now therefore be it **RESOLVED** that the Caroga Town Board does hereby move to hold a public hearing on Wednesday January 14, 2015 at 7pm at the regular monthly meeting of the Town Board.

The motion was seconded by Council Member Frasier.

ADOPTED 5 Ayes, Ottuso, Sullivan, Frasier, Sturchio, Glenn

The fees associated with this local law were: a registration fee of \$10.00 per vehicle and \$50.00 for a five – year licensing permit.

Council Member Sullivan printed out and gave the Town Supervisor the application for a Gateway Grant. There is information to be completed that he does not have access to. Once the application is filled out for the state with all the generic information it saves us from having to do it for each grant we may submit to.

Mr. Travis noted the temperature in the clerk's office is 55 degrees; the hall and gym are 58 degrees. Both of the circulators in the kitchen are running. He suggested putting in another boiler to take care of the gym. Supervisor Ottuso noted they had discussed putting in a bigger heater in the clerk's office. Mr. Travis doesn't think there are enough BTU's to heat the areas on boiler number one. The Supervisor noted there are three (3) 200,000 BTU boilers there. The required work on the boilers has not yet been completed by the subcontractor hired by Eco Sun. Mr. Travis noted the screens have to be cleaned and the boilers serviced as well. Supervisor Ottuso explained to Mr. Travis how to clean the screens.

Council Member Sullivan suggested getting more efficient heaters for the clerk's office. Fulton County Electric put in a separate line for a new 20 amp breaker to separate the large circuit servicing the hall, clerk's office and clinic. Each heater draws about 8 amps per unit. The area above the wall heater in the hall was closed off with Thermax.

Mr. Travis noted the water softener system timer has a problem. He has the name of a person to call from Dave Richards.

Council Member Sturchio asked if the clubhouse is heated during the winter. He noticed the vapor coming out of the chimney. Supervisor Ottuso noted Mr. Jennings has returned and may be working in the shop.

The clerk asked if Blight could be added to the monthly Agenda. Council Member Glenn was in favor of adding it. The board also approved.

At 8:34 pm Council Member Sullivan made the motion to adjourn. The motion was seconded by Council Member Sturchio. All board members were in favor of the motion.

Respectfully Submitted,

Linda M. Gilbert, RMC, CMC  
Town Clerk