

**Present:**

**Town Supervisor:** Meg Wood  
**Councilpersons:** Richard Gero, Steve Miller, Lynn Donaldson and Leanne Welch  
**Town Clerk:** Erica Hedden  
**Also Present:** Albert May, Brian Ritching, Bill Jenks, Hunter Allison

Supervisor Wood called the meeting to order at 6:00 P.M. with a salute to the Flag.

**Public Participation:**

None

**Request to Appoint William Burke FTE at Schroon Lake Transfer Station,**  
**\$18.51/hour, effective 2/28/2024**

**RESOLUTION #54-2024 TABLED**

**INTRODUCED BY:** Supervisor Wood

**WHO MOVED ITS ADOPTION**

**SECONDED BY:** Councilman Miller

**WHEREAS,** the Town of Schroon requests to fill a vacancy at the transfer station

**NOW, THEREFORE, BE IT - TABLED**

**Request to Approve payment of \$600 to Barks Recreation veterinary for the**  
**quarantine period of a dog under the Town’s control for the period 3/31/2023 – 4/14/2023.**

**Town of Schroon Court to collect the unpaid fee from the dog’s owner**

**RESOLUTION #55-2024**

**INTRODUCED BY:** Councilman Gero

**WHO MOVED ITS ADOPTION**

**SECONDED BY:** Councilman Miller

**WHEREAS,** the Town of Schroon Seeks to Approve payment to Barks and Recreation Veterinary for quarantine of a dog

**NOW, THEREFORE, BE IT**

**RESOLVED,** that the Town Board of Schroon hereby approves payment of \$600 to Barks Recreation veterinary for the quarantine period of a dog under the Town’s control for the period 3/31 – 4/14/2023. Town of Schroon Court to collect the unpaid fee from the dog’s owner

**DULY ADOPTED FEBRUARY 27, 2024 BY THE FOLLOWING VOTES:**

**AYES:   5   NAYS:   0**

**AYES:** Councilpersons Miller, Donaldson, Gero, Welch, Supervisor Wood

**Request to Approve reduction by 4 in water units for Schroon Lake Motel and Cabins,**  
**tax map number 157.5-2-12.120; 2 buildings have been demolished**

**RESOLUTION #56-2024**

**INTRODUCED BY:** Councilwoman Donaldson

**WHO MOVED ITS ADOPTION**

**SECONDED BY:** Councilman Gero

**WHEREAS**, the Town of Schroon requests to reduce the water units for Schroon Lake Motel and Cabins Tax Map # 157.5-2-12.120, 2 buildings have been demolished

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Town Board of Schroon hereby approves the reduction by 4 in water units for Schroon Lake Motel and Cabins, tax map number 157.5-2-12.120; 2 buildings have been demolished

**DULY ADOPTED FEBRUARY 27, 2024 BY THE FOLLOWING VOTES:**

AYES:   5   NAYS:   0  

AYES: Councilpersons Miller, Donaldson, Gero, Welch, Supervisor Wood

**Request to Approve water unit reduction from 1 to ½ unit for Town of Schroon,**  
**vacant land, tax map number 147.53-1-28.057**

**RESOLUTION #57-2024**

**INTRODUCED BY:** Councilman Gero

**WHO MOVED ITS ADOPTION**

**SECONDED BY:** Councilwoman Welch

**WHEREAS**, the Town of Schroon requests to reduce the water units for Town of Schroon vacant land, Tax Map# 147.53-1-28.057, from 1 to ½.

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Town Board of Schroon hereby approves water unit reduction from 1 to ½ unit for Town of Schroon, vacant land, tax map number 147.53-1-28.057

**DULY ADOPTED FEBRUARY 27, 2024 BY THE FOLLOWING VOTES:**

AYES:   5   NAYS:   0  

AYES: Councilpersons Miller, Donaldson, Gero, Welch, Supervisor Wood

**Request to approve airport liability insurance premium of \$3,190.00 to Carpenter**  
**Insuring for period 1/24/2024 – 1/24/2025**

**RESOLUTION #58-2024**

**INTRODUCED BY:** Councilperson Donaldson

**WHO MOVED ITS ADOPTION**

**SECONDED BY:** Councilperson Miller

**WHEREAS**, the Town of Schroon requests to approve airport liability insurance premium of \$3,190.00 to Carpenter Insuring for period 1/24/2024 – 1/24/2025

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Town Board of Schroon hereby approves airport liability insurance premium of \$3,190.00 to Carpenter Insuring for period 1/24/2024 – 1/24/2025

**DULY ADOPTED FEBRUARY 27, 2024 BY THE FOLLOWING VOTES:**

AYES:   5   NAYS:   0  

AYES: Councilpersons Miller, Donaldson, Gero, Welch, Supervisor Wood

**Request to Approve the purchase of Pickup truck for Wastewater Department from Della Auto for a 2023 Toyota Tacoma 4X4 for up to \$35,000.00 pending availability of the vehicle.**

**RESOLUTION #59-2024**

**INTRODUCED BY:** Councilman Gero

**WHO MOVED ITS ADOPTION**

**SECONDED BY:** Councilwoman Welch

**WHEREAS**, the Town of Schroon Seeks to purchase a pickup up truck for the wastewater Department from Della Auto for a 2023 Toyota Tacoma 4X4 for up to \$35,000.000 pending availability of the vehicle

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Town Board of Schroon hereby approves purchase a pickup up truck for the wastewater Department from Della Auto for a 2023 Toyota Tacoma 4X4 for up to \$35,000.00 pending the availability of the vehicle

**DULY ADOPTED FEBRUARY 27, 2024 BY THE FOLLOWING VOTES:**

AYES: \_\_\_5\_\_\_ NAYS: \_\_\_0\_\_\_

AYES: Councilpersons Miller, Donaldson, Gero, Welch, Supervisor Wood

**Request To join North Country counties and municipalities to urge Congress to continue to fund the FCC’s Affordable Connectivity Program past April 2024**

**RESOLUTION #60-2024**

**INTRODUCED BY:** Councilperson Miller

**WHO MOVED ITS ADOPTION**

**SECONDED BY:** Councilperson Gero

**WHEREAS**, the Town of Schroon seeks to join North Country counties and municipalities to urge Congress to continue to fund the FCC’s Affordable Connectivity Program past April 2024

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Town Board of Schroon hereby approves joining North Country counties and municipalities to urge Congress to continue to fund the FCC’s Affordable Connectivity Program past April 2024

**DULY ADOPTED FEBRUARY 27, 2024 BY THE FOLLOWING VOTES:**

AYES: \_\_\_5\_\_\_ NAYS: \_\_\_0\_\_\_

AYES: Councilpersons Miller, Donaldson, Gero, Welch, Supervisor Wood

**Request To Approve NYS DOT – Town of Schroon Annual Maintenance Highway Work Permit for period of 1/01/2024 through 12/31/2024**

**RESOLUTION #62-2024**

**INTRODUCED BY:** Councilperson Welch

**WHO MOVED ITS ADOPTION**

**SECONDED BY:** Councilperson Gero

**WHEREAS**, the Town of Schroon Seeks to Approve NYS DOT – Town of Schroon Annual Maintenance Highway Work Permit for period of 1/01/2024 through 12/31/2024

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Town Board of Schroon hereby approves NYS DOT – Town of Schroon Annual Maintenance Highway Work Permit for period of 1/01/2024 through 12/31/2024

**DULY ADOPTED FEBRUARY 27, 2024 BY THE FOLLOWING VOTES:**

AYES: \_\_\_5\_\_\_ NAYS: \_\_\_0\_\_\_

AYES: Councilpersons Miller, Donaldson, Gero, Welch, Supervisor Wood

**Approve budget amendment for Year 2023 Wastewater Department**

**RESOLUTION #63-2024**

**INTRODUCED BY:** Councilperson Welch

**WHO MOVED ITS ADOPTION**

**SECONDED BY:** Councilperson Donaldson

**WHEREAS**, the Town of Schroon requests to approve the budget amendment for YR 2023 for Waste Water department as follows:

A budget amendment is needed to increase appropriations SS0-960 from appropriated Fund Balance SS0-599 to account for additional expenses in contractual treatment and disposal expenditures.

Appropriated Fund Balance	SS0-599	\$6000.00
Appropriations	SS0-960	\$6000.00

To amend budget per board approval to cover the cost of additional expense.

SS0-07-8130-400 Equipment

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Town Board of Schroon hereby approves the budget amendment.

**DULY ADOPTED FEBRUARY 27, 2024 BY THE FOLLOWING VOTES:**

AYES:   5   NAYS:   0  

AYES: Councilpersons Miller, Donaldson, Gero, Welch, Supervisor Wood

**Request To Approve budget transfers for YE 2023 General Fund, Highway, Water**

**RESOLUTION #64-2024**

**INTRODUCED BY:** Councilperson Welch

**WHO MOVED ITS ADOPTION**

**SECONDED BY:** Councilperson Gero

**WHEREAS**, the Town of Schroon requests to approve budget transfer for YE 2023 General Fund, Highway, Water

BUDGET

TRANSFER

TOWN BOARD

MEETING 12-16- for year end  
2013 02/27/24 2023

GENERAL

AMOUNT

From	To		
Golf Course	A00-06-7180-		\$
A00-06-7180-100 Pers.	400	Golf Course Cont	2,000.00
To cover cost of equipment maintenance			

HIGHWAY

Health	DA0-04-5110-		\$
DA0-08-9060-800 Insurance	400	General Repairs Cont	5,000.00
To cover additional expenses			

**Schroon Lake Town Board Meeting**  
**Held at the Town Hall**

**February 27<sup>th</sup>, 2024**  
**8:30 A.M**

WATER

		SW0-07-8340-	Trans and Distribution	\$
SW0-07-8320-100	Personnel	400	Cont	5,000.00
	Health	SW0-07-8340-	Trans and Distribution	\$
SW0-08-9060-800	Insurance	400	Cont	1,000.00
To cover additional expenses				

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Town Board of Schroon hereby approves budget amendments for YE 2023 General Fund, Highway, Water

**DULY ADOPTED FEBRUARY 27, 2024 BY THE FOLLOWING VOTES:**

AYES:   5   NAYS:   0  

AYES: Councilpersons Miller, Donaldson, Gero, Welch, Supervisor Wood

**Request to Approve Erica Hedden’s attendance at NYSTCA annual conference,**  
**4/21/2024 – 4/24/2024, \$190.00 cost**

**RESOLUTION #65-2024**

**INTRODUCED BY:** Councilperson Welch

**WHO MOVED ITS ADOPTION**

**SECONDED BY:** Councilperson Miller

**WHEREAS**, the Town of Schroon requests to approve Erica Hedden’s attendance at NYSTCA annual conference, 4/21/2024 – 4/24/2024, \$190.00 cost

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Town Board of Schroon hereby approves Erica Hedden’s attendance at NYSTCA annual conference, 4/21/2024 – 4/24/2024, \$190.00 cost

**DULY ADOPTED FEBRUARY 27, 2024 BY THE FOLLOWING VOTES:**

AYES:   5   NAYS:   0  

AYES: Councilpersons Miller, Donaldson, Gero, Welch, Supervisor Wood

**Request To Waive late fees for Water Department bills for 1st quarter 2024**

**RESOLUTION #66-2024**

**INTRODUCED BY:** Councilperson Gero

**WHO MOVED ITS ADOPTION**

**SECONDED BY:** Councilperson Donaldson

**WHEREAS**, the Town of Schroon seeks to waive late fees for Water Department bills for 1<sup>st</sup> quarter 2024

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Town Board of Schroon hereby approves to waive late fees for Water Department bills for 1<sup>st</sup> quarter 2024

**DULY ADOPTED FEBRUARY 27, 2024 BY THE FOLLOWING VOTES:**

AYES:   5   NAYS:   0  

AYES: Councilpersons Miller, Donaldson, Gero, Welch, Supervisor Wood

**DISCUSSION: Water Department remediation procedures**

Supervisor Wood stated; Brian will let us know if the vehicle is available.

**DISCUSSION: Sidewalk maintenance**

Supervisor Wood stated, I spoke with Mark Wright the supervisor in Ticonderoga and he very kindly sent me, how they put out their bids. Just as an example for us to view, for when we put out our bids for sidewalk repairs. The budget for sidewalks is \$20,000. We can use bed tax money for this as well, we just need to be able to document how much of the bed tax we spend on it, for the county's records. Just a side note, in my conversation with the Ticonderoga Supervisor, they had spent \$200,000 on their side walks last year. That doesn't mean it would be that cost for us, this is just to give you an idea. We need to make sure this stays on our radar. Summer is coming and we are expecting more foot traffic this year, coming through town.

Councilperson Gero stated, we need to get to a point where we do annual repairs or upgrades. Every year we use our sidewalk budget and fix a piece of it, and then next year and so fourth. We need to make this an annual item. There are a lot of places that need attention quickly. It seems like most sections need attention.

**DISCUSSION: Transfer Station updates**

Supervisor Wood stated, as you can see form our first resolution, we are back to square one on that. This person declined the position. We are going to put it back out to advertise. Right now we are just discussing it; I just wanted to let everyone know where we were at and what was going on. We are also talking about doing a major investment into the transfer station. Things that we are discussing as, the alignment and how it is laid out, adding a share shop, reclassification of duties, possibly having a third person for the summer time and a few other things. The transfer station falls under general fund, so this would be a general fund expense. We need to look into the revenues of the transfer station and obviously the cost of all these items.

Councilperson Welch stated, I think the community would really benefit from the share shop.

Councilperson Gero stated. Absolutely

Councilperson Miller stated, it would have to be managed.

Supervisor Wood stated, yes. Do we close it when it gets full? Do we have someone to keep it organized? Those are all great questions and we can reach out to the other towns that have these share shop spaces and see how they do. It has also been brought to my attention, that when people put their garbage in with the tin cans or the plastic, that batch is now no longer recyclable and we have to pay for it at the county level.

Councilperson Miller stated, have we looked into a type of computerized scale device for the transfer station that can weight and accept payment. A machine but that can scale and accept payments?

Supervisor Wood stated, they do have machines like that, that would be great. The also have machines that act sort of like an ATM, just you can use your credit card to purchase the tickets or pay your weigh fees right there. It would be a great way to eliminate cash at the transfer station.

Councilperson Donaldson stated, we are always getting asked if the transfer station can take credit cards, constantly. It would be nice to eliminate cash.

Councilperson Miller stated, it would be nice yes.

Supervisor Wood stated; another thing I get asked a lot is about the scale we use, the drive over scale. That every time someone uses it, it always spits out a round number. I had weighs and measures from the county came down to check the scale. It is calibrated correctly, what is happening is that the scale is rounding DOWN. It rounds down in the consumers favor and that is standard.

These are all things that we are chewing on right now, this may or may not take a long time.

**DISCUSSION: Update Procurement Policy to include credit card procedures.**

Supervisor Wood stated, we were recommended to update our procurement policy. Susan Drescher is looking into getting a credit card for the Town, to make some payments easier. This would require us to update our policy. We have started to look at how other towns handle their credit card policies. Getting an idea of the restrictions and limitations, as well as how it's handled. This would be a first for the town. We are not looking to get every department a credit card, no. we are talking about one card. There is a lot we need to decide and determine. Obviously we won't be doing this if there are fees that would cost the town money.

**DISCUSSION: Memorial Benches**

Supervisor Wood stated, I got an email the other day from someone requesting information on how to dedicate or make a memorial bench. This person specifically asked about one at the tennis court. Others have inquired about benches at the park. So we need to decide how we want to handle this. Just food for thought.

**DISCUSSION: Internet**

Supervisor Wood stated, we have been talking with Jim Kowalka, our tech guy about a few different things. Possibly increasing the wifi availability at the pavilion, video and audio surveillance at the transfer station, updating hardware and communicating abilities for the water department, as well as the possibility of having ZOOM type services for the town. There is a lot on the table, I am not saying we ARE doing all of that, this is just discussion.

**GENERAL DISCUSSION:**

Councilperson Gero stated; one thing we need to make sure we are doing is if there is ever damage done to any roads signs, we need to report it immediately. It doesn't matter if our plows hit it, or a civilian. Any damage to signs must be reported. The stop sign here on the corner was down. We have reported it and it has been fixed.

**EXECUTIVE SESSION,**

Supervisor Wood made a motion to enter Executive Session at 11:00 AM. Executive Session ; Reason: 105; F. the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation, seconded by Councilperson Gero; carried.

Executive session closed at 11:45 AM, no action was taken and return to Regular Meeting.

A Motion was made by Councilperson Gero and seconded by Councilperson Welch to recess the meeting to reconvene on March 5<sup>th</sup> at 8:30AM, All in Favor; Carried

I, Erica Hedden, do hereby certify the foregoing to be a true and correct transcript from the minutes now on file in my office and of the whole such original minutes.

Dated: February, 27th, 2024 \_\_\_\_\_

Town Clerk