

**HORICON TOWN BOARD  
REGULAR MEETING**

**FEBRUARY 16, 2017  
7:00 PM**

Present at meeting: Matthew Simpson Supervisor  
Frank Hill Councilperson  
Robert Olson Councilperson  
Kenneth Higgins Councilperson  
Sylvia Smith Councilperson  
Krista Wood Town Clerk

Also: HS Darian Granger, Teri Schuerlein, Tom Johansen, John Donovan, Jane and Thad Smith, Bill McGhie, and Bob Smith,.

Supervisor Simpson called the meeting to order at 7:00 PM.

**Approval of Minutes:** Minutes of January 19, 2017 were approved by Motion of Councilperson Hill and Councilperson Olson, all Ayes.

**Approval of February 16, 2017 Vouchers and Abstracts:**

**RESOLUTION #39-2017**

Councilperson Hill and Councilperson Olson introduced Res. No. 39 and moved its adoption:

**RESOLUTION TO AUTHORIZE PAYMENT OF FEBRUARY ABSTRACTS**

RESOLVED, that the Town Board does hereby authorize payment of the February 16, 2017 Vouchers and Abstracts as follows:

General Abstract	2	\$ 59,784.41
Highway Abstract	2	\$ 45,731.00
HD-Dam	2	\$ 41,365.99

Ayes: 5 (Hill, Olson, Higgins, Smith, Simpson) Nays: 0

**Correspondence to the Board:**

- Charles Lewis RE: Letter of resignation from ZBA
- Library Board of Trustees RE: Notice of re-election of Trustees for 2017
- Horicon Free Library RE: Grant request has been approved for new lighting
- Blair Gregson RE: Quote Mill Pond fountain repairs
- Horicon Free Library RE: Update on Library activities for 2016

**Resolutions:**

**RESOLUTION #40-2017**

Councilperson Smith and Councilperson Olson introduced Res. No. 40 and moved its adoption:

**RESOLUTION TO AUTHORIZE CONTRACT WITH GLENS FALLS ANIMAL HOSPITAL**

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize Supervisor Simpson to sign the contract with Glens Falls Animal Hospital for the handling of unidentified dogs. This agreement will be in effect for the 2017 calendar year.

Ayes: 5 (Smith, Olson, Higgins, Hill, Simpson) Nays: 0

**RESOLUTION #41-2017**

Councilperson Olson and Councilperson Smith introduced Res. No. 41 and moved its adoption:

**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 2017, 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 Simpson to sign the Intermunicipal Agreement with Warren County for combating aquatic invasive species in publicly accessible waters within the Town of Horicon.

Ayes: 5 (Olson, Smith, Higgins, Hill, Simpson) Nays: 0

**RESOLUTION #42-2017**

Councilperson Olson and Councilperson Higgins introduced Res. No. 42 and moved its adoption:

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

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize Supervisor Simpson to sign the contract with Cedarwood Engineering for engineering services for the 2017 calendar year.

Ayes: 5 (Olson, Higgins, Hill, Smith, Simpson) Nays: 0

**RESOLUTION #43-2017**

Councilperson Smith and Councilperson Olson introduced Res. No. 43 and moved its adoption:

**RESOLUTION TO AUTHORIZE POSTING OF ROADS**

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize the Highway Superintendent to advertise and post the Town roads for spring conditions when warranted.

Ayes: 5 (Smith, Olson, Hill, Higgins, Simpson) Nays: 0

***Committee Reports...***

-Councilperson Smith noted the Library has received a donation of 100 books from the Brownstone Book Fund. She said the Heintzelman Library is up for review in March for the National Registry. In follow up to Councilman Higgins question last month on the oil tank at the Heintzelman Library, Councilperson Smith has had Jason Hill look at it. He said it is about thirty years old and recommends it be removed. She explained that Jason has given two options for a replacement system; one is a Rinnai LP gas wall furnace for \$2,750.00, and the other is an American Standard LP gas furnace for \$2,500.00. Councilperson Smith let the Board know there were issues with a recent birthday party. The Board agreed Councilperson Smith and Supervisor Simpson will contact the responsible party and advise them if this happens again they will not be allowed to rent the Community Center. Councilperson Smith said she and Councilperson Olson interviewed three candidates for the Justice opening and they recommend Kevin Kilcullen for the position. Lastly, she said she received an occupancy tax application from the Horicon Fire Department for the Horicon event in the amount of \$3,920.00.

- Councilperson Hill said twenty new chairs have been ordered for the meeting room from Charlie's Office furniture at a total cost of \$2,490.00. Supervisor Simpson noted \$2,000.00 was budgeted, but the additional \$490.00 can be taken out of the Buidings code as well.

-Councilperson Olson, in reference to previous discussion regarding an attendance requirement for the Zoning and Planning Board members, asked Counselor Schachner if an attendance requirement could be established. Counselor Schachner said yes, and noted there are generally two types; one being that a member must either attend a minimum number of meetings a year, or that the member cannot miss a certain number of meetings in a row, or a combination of both. Councilperson Olson will prepare a draft and forward to Counselor Schachner for review.

-Councilperson Higgins said shirts should be supplied for the Landfill attendants. He also suggested a special rubber suit be purchased for the attendants to use when cleaning out the compactor area. HS Granger will look into what is available and add these to the order he is placing.

-Supervisor Simpson said he has approved the purchase of a new computer for the Town Clerk.

***Old Business...***

***Sand Bids:***

**RESOLUTION #44-2017**

Councilperson Higgins and Councilperson Olson introduced Res. No. 44 and moved its adoption:

**RESOLUTION TO AWARD SAND BID**

WHEREAS, the Town Board legally advertised for bids for processed sand for highway use, and one bid was received and publicly opened on February 16<sup>th</sup> at 7:30 PM, NOW, THEREFORE BE IT RESOLVED, that the Town Board does hereby award the 2017 sand bid to Berness Bolton Excavating Co, Inc. for a bid of \$4.00 per yard for processed and loaded sand.

Ayes: 5 (Higgins, Olson, Hill, Smith, Simpson) Nays: 0

***Town Justice:*** Supervisor Simpson noted the recommendation has been made to hire Kevin Kilcullen as Justice, and the salary needs to be set. Councilperson Smith suggested that with the new requirements of the position, in regards to arraignments at the County, the salary be left at the current rate. Supervisor Simpson said the Board needs to consider paying mileage as well.

**RESOLUTION #45-2017**

Councilperson Smith and Councilperson Higgins introduced Res. No. 45 and moved its adoption:

**RESOLUTION TO APPOINT KEVIN KILCULLEN AS TOWN JUSTICE**

RESOLVED, that the Town Board of the Town of Horicon does hereby appoint Kevin Kilcullen as Horicon Town Justice to take office upon completion of the upcoming training in April. This appointment will be effective through December 31, 2017. The Justice pay rate for 2017 was set at \$11,674.00 which will be prorated for the remainder of the year. Mr. Kilcullen will also be reimbursed for mileage for arraignments he is required to cover in Queensbury.

Ayes: 5 (Smith, Higgins, Olson, Hill, Simpson) Nays: 0

***Meeting room chairs:***

**RESOLUTION #46-2017**

Councilperson Olson and Councilperson Hill introduced Res. No. 46 and moved its adoption:

**RESOLUTION TO AUTHORIZE PURCHASE OF CHAIRS FOR MEETING ROOM**

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize the purchase of twenty chairs for the meeting room from Charlie's Office Furniture at a price not to exceed \$2,490.00 to be paid out of A1620.4 (Buildings-Contractual).

Ayes: 5 (Olson, Hill, Higgins, Smith, Simpson) Nays: 0

***Website:*** Supervisor Simpson and Councilperson Smith met with Matthew Turcotte of North Shore Solutions regarding the Town's current website and what updates could be made.

***1881 Union Church:*** Supervisor Simpson said the disbursement agreement has not yet been received.

Adirondack Schoolhouse: Supervisor Simpson met with the Fire Department regarding the possibility of the Town taking ownership of the Schoolhouse. He explained that the Fire Department may need to build a new fire house on the property and, therefore, there are several things that need to be considered thoroughly before a decision is made.

Occupancy Tax request:

**RESOLUTION #47-2017**

Councilperson Olson and Councilperson Higgins introduced Res. No. 47 and moved its adoption:

**RESOLUTION TO AUTHORIZE OCCUPANCY TAX FUNDS**

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize \$3,920.00 in Occupancy Tax funds, code A6412.4 - Special Publicity, be given to the Horicon Volunteer Fire Department for the Horicon Event.

Ayes: 5 (Olson, Higgins, Smith, Hill, Simpson) Nays: 0

Fountain repair: Supervisor Simpson reminded the Board the fountain repair is not in the Budget, so the funds to cover the repairs can either be taken from the unassigned fund balance or the Buildings code.

**RESOLUTION #48-2017**

Councilperson Olson and Councilperson Hill introduced Res. No. 48 and moved its adoption:

**RESOLUTION TO AUTHORIZE REPAIRS TO MILL POND FOUNTAIN**

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize Blair Gregson Stone Masonry to make the necessary repairs to the Mill Pond fountain, as quoted, not to exceed \$4,300.00. The funds will come from code A1620.4-Buildings.

Ayes: 5 (Olson, Hill, Higgins, Smith, Simpson) Nays: 0

***New Business...***

ZBA Seat:

**RESOLUTION #49-2017**

Councilperson Higgins and Councilperson Smith introduced Res. No. 49 and moved its adoption:

**RESOLUTION TO APPOINT ZBA MEMBER AND ADVERTISE FOR ALTERNATE**

WHEREAS, Charles Lewis has tendered his resignation from the Zoning Board of Appeals effective immediately, now, therefore be it

RESOLVED, that the Town Board does hereby move current ZBA Alternate Scott Olson to the vacant Zoning Board of Appeals seat to complete that term which will expire on December 31, 2018, and be it further

RESOLVED, that the Town Board does hereby authorize the Clerk to advertise for a ZBA Alternate.

Applications must be in by March 10th.

Ayes: 4 (Higgins, Smith, Hill, Simpson) Abstain: 1 (Olson) Nays: 0

Employee Handbook:

**RESOLUTION #50-2017**

Councilperson Olson and Councilperson Hill introduced Res. No. 50 and moved its adoption:

**RESOLUTION TO AMEND EMPLOYEE HANDBOOK REGARDING SICK TIME**

RESOLVED, that the Town Board of the Town of Horicon does hereby amend the Employee Handbook in regards to Sick Leave for Regular Full-Time Employees to read as follows:

**“Full time employees are entitled to one sick day per month, these days may be accrued. Sick leave must be used for sickness only; no other reason will be accepted. Unused sick days may be accrued up to a maximum of 160 days (1280 hrs.). Current employees will be credited with sick days earned from original date of employment. Upon retirement age and retirement from the Town of Horicon, the employee will be paid for days accrued, up to a maximum of 60 days, at the then applicable wage scale.”**

Ayes: 5 (Olson, , Hill, Higgins, Smith, Simpson) Nays: 0

Property Revaluation: Supervisor Simpson said the last re-val was done in 2008, but the State recommends doing one every four years. He said what is happening is the data is beginning to get skewed and some properties are over assessed. He noted that when there is over assessment the Town loses revenue from the County. Supervisor Simpson said it will be a two year project and the cost could be \$20 to \$25 per parcel. Councilperson Olson noted this is a costly project and will need to be budgeted.

Boat Launch Stewards:

**RESOLUTION #51-2017**

Councilperson Olson and Councilperson Smith introduced Res. No. 51 and moved its adoption:

**RESOLUTION TO AUTHORIZE CLERK TO ADVERTISE FOR BOAT LAUNCH STEWARDS**

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize the Clerk to advertise for Boat Launch Stewards.

Ayes: 5 (Olson, Smith, Higgins, Hill, Simpson) Nays: 0

Privilege of the Floor

-Thad Smith suggested the Town purchase three season reflective jackets for the Landfill attendants.

-John Donovan said the draft construction plans for the structure renovation on the church are ready for review, and the goal is to be prepared to put it out to bid by the end of March. Supervisor Simpson noted it should not be put out to bid until the Town receives the grant disbursement agreement.

Adjourn... There being no further business to attend to the meeting was adjourned at 8:25 by MOTION of Councilperson Higgins and Councilperson Olson, all in favor.

Respectfully Submitted:

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