

**Town of Charlton
Saratoga County
Town Board Meeting**

October 25, 2021

The Regular Meeting of the Town Board of the Town of Charlton, Saratoga County, New York was held at the Charlton Town Hall, 758 Charlton Rd, Charlton, NY and called to order by Supervisor Grasso at 7:55 p.m.

The Town Clerk led the pledge of allegiance.

Roll Call: Councilman Robbins, Councilwoman Smith, Supervisor Grasso.

Excused: Councilman Glavin, Councilman Ranaletto

Also present: Town Clerk Brenda Mills, Attorney Craig.

APPROVAL OF MINUTES

MOTION #154

Approval of Minutes

Motion by Councilman Robbins

Seconded by Councilwoman Smith

BY MOTION the Town Board approved the minutes of the Town Board Meeting on October 12, 2021.

Vote: All Ayes, No Nays. **CARRIED.**

PRIVILEGE OF THE FLOOR FOR AGENDA ITEMS

No one chose to speak.

ANNOUNCEMENTS

The Town offices will be closed Tuesday, November 2nd for Election Day. The polls will be open 6am until 9pm.

Fall Brush pick-up will be occurring this week, October 25 – 29th

Bagged Leaf pick-up will be November 15 – 19th. Please have your bags curbside by November 14th as there will only be one passby.

COMMUNICATIONS

Supervisor Grasso said that the Board has received the financial reports for the month of August. The report is attached on the next page.

MONTHLY REPORT OF SUPERVISOR**TO THE TOWN BOARD OF THE TOWN OF CHARLTON:**

Pursuant to Section 125 of the Town Law, I hereby render the following detailed statement of all moneys received and disbursed by me during the month of August, 2021:

DATED: October 20, 2021

SUPERVISOR

	Balance 07/31/2021	Increases	Decreases	Balance 08/31/2021
A GENERAL FUND - TOWNWIDE				
CASH - CHECKING	176,401.80	68,081.04	43,147.37	201,335.47
CASH - SAVING	504,730.74	14,970.44	57,009.14	462,692.04
PETTY CASH	700.00	0.00	0.00	700.00
Park Fees Reserve	49,151.33	0.00	0.00	49,151.33
TOTAL	730,983.87	83,051.48	100,156.51	713,878.84
DA HIGHWAY FUND				
CASH - CHECKING	38,358.41	52,782.62	52,024.81	39,116.22
CASH - SAVINGS	-215,629.17	136,185.00	52,024.81	-131,468.98
CASH, SPECIAL RESERVE	15,516.96	0.00	0.00	15,516.96
TOTAL	-161,753.80	188,967.62	104,049.62	-76,835.80
F WATER #1 FUND				
CASH - CHECKING	95,184.39	30,099.85	5,938.78	119,345.46
CASH - SAVINGS	235,696.43	0.00	5,394.86	230,301.57
CASH, SPECIAL RESERVES	202,336.30	5.28	0.00	202,341.58
TOTAL	533,217.12	30,105.13	11,333.64	551,988.61
H CAPITAL PROJECTS				
	0.00	0.00	0.00	0.00
SAVINGS	212,029.33	0.00	0.00	212,029.33
TOTAL	212,029.33	0.00	0.00	212,029.33
SW WATER #2 FUND				
CASH - CHECKING	-60.32	120.64	120.64	-60.32
CASH - SAVINGS	28,991.84	0.00	120.64	28,871.20
TOTAL	28,931.52	120.64	241.28	28,810.88
TA TRUST & AGENCY				
CASH - CHECKING	589,981.81	83,922.05	0.00	673,903.86
TOTAL	589,981.81	83,922.05	0.00	673,903.86
TOTAL ALL FUNDS	1,933,389.85	386,166.92	215,781.05	2,103,775.72

The Sales Tax distribution for October was \$158,001.00 which is down slightly from last October, however year to date sales tax figures are \$1,096,580.00 as compared to the same period last year which was \$933,033.00.

The Office of the County Treasurer sent correspondence giving 2022 Sales Tax revenue projections which show that we could be facing a 4.17% - 6.87% decrease in our annual Sales Tax receipts. The Sales Tax distribution is based on the assessed valuation of the Town as compared to the assessed valuation of the whole county. The County is growing but Charlton is not, so the Town is lagging behind in increased Sales Tax receipts. Councilwoman Smith said that during the budget process that Board had agreed on a conservative increase in the Sales Tax amount for 2022, and asked if that budgeted amount was still okay based on this new information. Supervisor Grasso said that the Town's projected amount is definitely higher than the County's projection, but he does not feel that they need to change the budget. The Board will need to monitor it closely. The ARPA funding was not included in the budget figures.

Supervisor Grasso said that EDP, the Town Engineer has sent a notice of rate increases for 2022. He asked the Town Board to review the notice. He will ask EDP for a contract for 2022.

MOTIONS, RESOLUTIONS AND PROCLAMATIONS

MOTION #155

A MOTION TO SET A PUBLIC HEARING REGARDING ESTABLISHING A LOCAL LAW FOR THE YEAR 2021 TO OPT OUT OF ALLOWING RETAIL CANNABIS DISPENSARIES AND ON-SITE CANNABIS CONSUMPTION SITES AS AUTHORIZED UNDER THE NEW YORK STATE CANNABIS LAW ARTICLE 4

Motion by Councilman Robbins

Seconded by Councilwoman Smith

Discussion: Supervisor Grasso said that New York State has a law that goes into effect on December 31, 2021 which allows retail cannabis dispensaries and on-site consumption sites in New York State. Each Town has the ability to opt out of allowing either the dispensaries and/or the on-site consumption sites, and must pass a local law by the December 31, 2021 if they chose to opt out. He suggested that Charlton opt out of allowing either option, and if at a later point the Town wanted to allow them, the Town can take action to change that.

BY MOTION, the Town Board of the Town of Charlton has set a Public Hearing regarding the Establishment of a Local Law for the Town of Charlton opting out of allowing Cannabis Retail Dispensaries and Onsite Cannabis Consumption sites in the Town of Charlton as authorized under Cannabis Law, Article 4, to be held on November 8, 2021 at 7:30p.m. Copy of proposed law is available on the Town's website and the bulletin board.

Roll Call: Councilman Glavin: Absent, Councilman Ranaletto: Absent, Councilman Robbins: Aye, Councilwoman Smith: Aye, Supervisor Grasso: Aye. **CARRIED**

RESOLUTION #156

A RESOLUTION TO SET A PUBLIC HEARING REGARDING THE EXPENDITURE OF FUNDS FROM THE TOWN OF CHARLTON PARKS REPAIR RESERVE FUND FOR SURVEY WORK AT MILL POND PARK

Motion by Councilman Robbins

Seconded by Councilwoman Smith

Discussion: Supervisor Grasso said that the Town would like to have a survey done at Mill Pond Park. The cost of the survey is \$18,000 and would be paid from the Parks Repair Reserve Fund. A grant is available for \$7,400 and this money would be returned to the Parks Repair Reserve Fund once received.

Roll Call: Councilman Glavin: Absent, Councilman Ranaletto: Absent, Councilman Robbins: Aye, Councilwoman Smith: Aye, Supervisor Grasso: Aye. **CARRIED**

**TOWN OF CHARLTON
COUNTY OF SARATOGA
STATE OF NEW YORK**

**RESOLUTION NO. 156
October 25, 2021**

**RESOLUTION TO SET A PUBLIC HEARING REGARDING THE EXPENDITURE
OF FUNDS FROM THE TOWN OF CHARLTON PARKS REPAIR RESERVE FUND FOR
SURVEY WORK AT MILL POND PARK**

WHEREAS, the Town of Charlton applied for a trails grant through the Saratoga County Trails Grant Program, was awarded the grant, and intends to use the funds in part to have prepared a survey of one of the Town parks; and

WHEREAS, on September 9, 2013, the Town Board established a Repair Reserve Fund to be known as the “Parks Repair Reserve Fund of the Town of Charlton”, used to finance the costs of maintaining the land, equipment and structures in Town parks; and

WHEREAS, pursuant to Section 6-d of the General Municipal Law of New York State, the Town Board is required to publish in the official newspaper of the Town of Charlton, namely, the Daily Gazette, a notice stating in substance that the Town Board proposes to appropriate the sum of \$18,000.00 from the Town of Charlton Parks Repair Reserve Fund to be used to have a survey completed of the Mill Pond Park, with the sum of \$7,400.00 to be reimbursed to the Town from the County pursuant to the grant award aforementioned; and

WHEREAS, the Town, pursuant to its’ Procurement Policy, solicited bids and proposals for such work; and

WHEREAS, the Town has received a proposal from Environmental Design Partnership (“EDP”), of 900 Route 146, Clifton Park, New York, 12065, in the amount of \$18,000.00, to perform said work, which meets all of the Town’s criteria and specifications for said survey, and from an engineering firm that has done great work in the past for the Town; and

WHEREAS, the Town of Charlton will provide a voucher with documentation of the Town’s payment of said amount, and the County of Saratoga is to provide the Town with a check for \$7,400.00 within 30 days thereafter as reimbursement for a portion of the expense pursuant to said grant award; and

WHEREAS, the Town Board is required to and desires to set and hold a public hearing with respect to the expenditure of such funds from the Reserve Fund aforementioned.

NOW, THEREFORE, BE IT RESOLVED, that a public hearing will be held by the Town Board with respect to the expenditure of the sum of \$18,000.00 from the Town of Charlton Parks Repair Reserve Fund to have survey work completed at Mill Pond Park; said hearing to take place at 7:35 p.m., on November 8, 2021, at the Town Hall, at 758 Charlton Road, Charlton, New York, and

BE IT FURTHER RESOLVED, that the Town Clerk is hereby authorized and directed to cause public notice of said hearing to be published and given as provided by law.

Moved by Councilman Robbins
Seconded by Councilwoman Smith

Voting: Councilman Glavin	Absent
Councilman Ranaletto	Absent
Councilman Robbins	Aye
Councilwoman Smith	Aye
Supervisor Grasso	Aye

The resolution was duly adopted on October 25, 2021.

Brenda Mills, Town Clerk

RESOLUTION #157

A RESOLUTION TO SET A PUBLIC HEARING REGARDING THE EXPENDITURE OF FUNDS FROM THE TOWN OF CHARLTON PARKS REPAIR RESERVE FUND FOR THE TOWN OF CHARLTON TO REMOVE NON-NATIVE LOCUST TREES FROM GIDEON HAWLEY PARK

Motion by Councilman Robbins
Seconded by Councilwoman Smith

Roll Call: Councilman Glavin: Absent, Councilman Ranaletto: Absent, Councilman Robbins: Aye, Councilwoman Smith: Aye, Supervisor Grasso: Aye. **CARRIED**

**TOWN OF CHARLTON
COUNTY OF SARATOGA
STATE OF NEW YORK**

**RESOLUTION NO. 157
October 25, 2021**

RESOLUTION TO SET A PUBLIC HEARING REGARDING THE EXPENDITURE OF FUNDS FROM THE PARKS REPAIR RESERVE FUND FOR THE TOWN OF CHARLTON TO REMOVE NON-NATIVE LOCUST TREES FROM GIDEON HAWLEY PARK

WHEREAS, on September 9, 2013, the Town Board established a Repair Reserve Fund to be known as the “Parks Repair Reserve Fund of the Town of Charlton”, used to finance the costs of maintaining the land, equipment and structures in Town parks; and

WHEREAS, the Gideon Hawley Park is in need of some tree removal, and the Town, pursuant to its’ Procurement Policy, solicited bids and proposals for such work; and

WHEREAS, the Town has received a proposal from Northeast Landscaping, of 454 State Road, Ballston Lake, New York, 12019, in the amount of \$4,000.00, a copy of which is attached, to perform said work, which meets all of the Town’s criteria and specifications for said removal of non-native locust trees from Gideon Hawley Park; and

WHEREAS, pursuant to Section 6-d of the General Municipal Law of New York State, the Town Board is required to publish in the official newspaper of the Town of Charlton, namely, the Daily Gazette, a notice stating in substance that the Town Board proposes to appropriate the sum of \$4,000.00 from the Town of Charlton Parks Repair Reserve Fund to be used to remove several non-native locust trees from Gideon Hawley Park next to Town Hall on Charlton Road which will create a more usable open area within the Park; and

WHEREAS, the Town Board is required to and desires to set and hold a public hearing with respect to the expenditure of such funds.

NOW, THEREFORE, BE IT RESOLVED, that a public hearing will be held by the Town Board with respect to the expenditure of the sum of \$4,000.00 from the Town of Charlton Parks Repair Reserve Fund to remove several non-native locust trees from Gideon Hawley Park next to Town Hall on Charlton Road which will create a more usable open area within the Park; said hearing to take place at 7:40 p.m., on November 8, 2021, at the Town Hall, 758 Charlton Road, Charlton, New York, and

BE IT FURTHER RESOLVED, that the Town Clerk is hereby authorized and directed to cause public notice of said hearing to be published and given as provided by law.

Moved by	Councilman Robbins	Voting: Councilman Glavin	Absent
		Councilman Ranaletto	Absent
Seconded by	Councilwoman Smith	Councilman Robbins	Aye
		Councilwoman Smith	Aye
		Supervisor Grasso	Aye

The resolution was duly adopted on October 25, 2021.

Brenda Mills, Town Clerk

ABSTRACT OF CLAIMS

Supervisor Grasso said that the Board has removed 2 vouchers from the Abstract. Voucher Number 605 in the amount of \$4,000 for tree cutting service in Gideon Hawley Park was removed from the abstract because a Public Hearing must be held before expenditures can be made from the Parks Repair Reserve Fund. He also removed voucher #614 in the amount of \$18,354 for a Gradall for the Highway Department, as the Board was not prepared to do the needed resolution this evening to approve the expenditure.

MOTION #158

Approval of Abstract of Claims

Motion by Councilman Robbins

Seconded by Councilwoman Smith

BY MOTION the Town Board approved the processing of Abstract #119 , voucher numbers 587 - 604 and 606 -613 and 615 - 618 in the amount of \$188,534.56 which was audited by Town Board members.

Vote: All Ayes, No Nays. **CARRIED.**

PRIVILEGE OF THE FLOOR

No one chose to speak.

MOTION #159

Motion to adjourn the meeting

Motion by Councilman Robbins

Seconded by Councilman Ranaletto

BY MOTION the Town Board adjourned the meeting at 8:20 p.m. and went into Executive Session to discuss employee compensation. The Board came out of Executive Session at 9:15 p.m. No action was taken.

Vote: All Ayes, No Nays. **CARRIED.**

Respectfully submitted,

Brenda Mills
Town Clerk