

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

November 14, 2022

The Regular Meeting of the Town Board of the Town of Charlton, Saratoga County, New York was held at the Town Hall, 758 Charlton Road, Charlton, NY and called to order by Supervisor Grasso at 7:33 p.m.

The Pledge of Allegiance was recited.

Roll Call: Councilman Glavin, Councilman Robbins, Councilman St. John, Councilman Tasse, Supervisor Grasso.

Also present: Town Clerk Brenda Mills, Attorney Craig.

APPROVAL OF MINUTES

MOTION #169

Approval of Minutes

Motion by Councilman St. John

Seconded by Councilman Tasse

BY MOTION the Town Board approved the minutes of the Public Hearing and Town Board Meeting on October 24, 2022.

Vote: 3 Ayes, Robbins and Glavin Abstained, No Nays. **CARRIED**

PRIVILEGE OF THE FLOOR FOR AGENDA ITEMS

No one chose to speak.

ANNOUNCEMENTS

SUPERVISORS REPORT

The Supervisor said that the Board has been dealing with issues with the HVAC system at Town Hall. For the past few years, the Board has relied on a certain vendor who has struggled to keep the systems in good working order and we have experienced issues with his responsiveness. The Supervisor, Councilman Robbins, and the Highway Superintendent have spoken with another HVAC company that they feel can better meet the needs of the Town. A decision was made to move forward with Eckert Mechanical.

Supervisor Grasso said that there have been some electrical issues at the Town Hall with the generator and the camera system. The generator has been repaired. The Town has received a quote for \$2,305 to replace the power supply for the camera system, and a quote of \$4,475 if we need to replace all of the cameras.

Court report – for the Month of September, the Court took in a total of \$4,013.00 in fines. Judge Ketchum collected \$3,051 and Judge Hart collected \$962. The State portion of the fines was \$2,265.

The mortgage tax received through September is only at 69% of the projected amount year to date in the 2022 budget. We are down \$42,000 in receipts and we do not expect that to be made up. The 2022 budgeted amount for the year was \$182,000 and will probably end down \$60,000 for the year. Therefore, the Town Board has reduced the projected Mortgage Tax in the 2023 budget to \$150,000.

Marybeth Frewin, Assessor Clerk, has sent a resignation letter to the Town Board stating that she will be resigning in the Spring of 2023, after exemption season. Supervisor Grasso said that she has worked for the Town almost 20 years and thanked her for her service. He said that the Board will work with the Assessor to find a replacement clerk.

The Board has received the draft copy of the Water Supply Study done by EDP, the Town Engineering firm who was commissioned to do the study earlier this year. The Board will review the report and findings. At a later point, it will be discussed at a Town Board meeting.

Supervisor Grasso said that there was recent sad news in the Town, as Seth Wadsworth, a young farmer and herdsman for the Eldon Tweed farm passed away. Dave Wood, owner of Eldon Tweed farm said that he feels that Seth was probably one of the best herdsman in New York state. Seth was highly regarded in the farming community and a wonderful father to two wonderful kids. Sincere condolences are extended to the family.

DEPARTMENT, COMMITTEE & COUNCILMAN REPORTS

Town Clerk – Clerk Mills reported that her office took in \$996.00 for the month of October. \$655.72 was paid to the Supervisor's office as revenue, and \$340.28 was paid to other Governmental agencies.

Town of Ballston Library – Director Rebecca Darling reported that the County budget includes \$35,000 for digital and e-books. The construction at the library is anticipated to be completed this week. Many programs are under way. The library has purchased equipment for hybrid meetings and plans to record all meetings and put them on their website.

Technology – Councilman Tasse said that Enable is in the process of decommissioning the old server. He has contacted Enable and requested that they complete the cyber security survey this week. The survey is important for insurance purposes. Supervisor Grasso said that the Board will meet with the Town Insurance Agent in January.

Highway – Superintendent Heritage read the following report:

1. Brush pickup week
2. Mowing Town lawns
3. Mowing the road sides
4. We installed drainage at the community center
5. Did ditching at the Gazebo
6. Removed the buntings from the Museum and the gazebo
7. Thanks to the Town of Greenfield for the use of their mini excavator
8. We had our bulk item drop off week
9. We hauled sand for winter sand salt mix
10. Ditching on Rocky Ridge
11. Installed the snow plow frames on the trucks
12. I attended the Superintendents luncheon
13. Dig Safe locations were 23

Superintendent Heritage thanked the County DPW for the use of their dumpsters and for hauling the dumpsters for Bulk Item Drop-off week. He believes that the total cost of the disposal of the bulk items was around \$4,500.00. This is a service that the Town offers every other year. The drainage work was completed around the Community Center, and hopefully this will eliminate water from going into the neighbor's basement.

Garden Club - Councilman Robbins said that the members of the Club would like to place a memorial bench in Gideon Hawley Park in as a memorial to former member Stacey Fenton. The location of it is still to be determined.

Councilman Robbins said that he spoke with Dana Nemec regarding a Saratoga Arts grant. It is given out to non-profits and she would like to see if the Town could apply for it.

Water – Councilman Glavin read the following report:

1) As discussed previously at the Oct. 11th meeting, the Town underwent an inspection of the Town Water System, by the NYS Department of Health (DOH) early October. The Town Supervisor received a letter from NYSDOH stating that the Town had no violations and noted that the towns new back up disinfection system was being tested for operation, further noting that there was no record on hand of the required periodic 5 year inspection of the water tower and that the town should inform the NYSDOH of the status of this inspection.

2) The Town engineering firm, Environmental Design Partnership, LLP., provided the Town Supervisor an engineering report reflecting the Town Water System Improvement Study, previously requested by task order.

Councilman Glavin provided an overview summary of the study to the Board and requested any comments be provided by the following week. Key elements of the study included a description of the Water System, preliminary evaluation of a redundant source of water for the Town, as well as identification of potential areas of liability or risk that the Town may want to address and budget for going forward. Councilman Glavin stated that he would provide the Board with a summary of comments received from Board members at the next meeting.

Dog Control – In October, there were 7 calls received of which 1 was related to other animals.

Constables – In October , there were 3,707 miles traveled, 32 patrols, 19 complaints received, 14 911 calls, 2 accident/ 5 EMT calls responded to, and 18 tickets were issued (3 on Route 67).

Planning Board – Councilman St. John reported that the Mancini public hearing has been closed, and the Board will make a decision on the application this month. The Platt/Schmidt application was passed contingent on new maps being produced. The Board has received a new application form the Ward brothers for another subdivision.

Councilman St. John thanked the Supervisor for letting the Town Board know that the new police vehicle has arrived. It is expected to go into operation next month, once the police equipment is installed in it.

MOTIONS, RESOLUTIONS & AUTHORIZATIONS

Supervisor Grasso said that a couple of minor revisions made to the preliminary budget. There was a slight adjustment to the Town Clerk salary, reduction in the projected Mortgage Tax receipts, decrease in the General Fund contingency from \$22,489 to \$16,073. Regarding the Highway budget, there is an increase in the tree cutting budget to \$13,515 which is offset with a reduction in the Highway labor snow removal line, to keep the budget balanced. There continues to be no Town, General Fund or Highway tax for the Town in 2023.

RESOLUTION #170

RESOLUTION AUTHORIZING ADOPTION BY THE TOWN BOARD OF THE TOWN OF CHARLTON OF THE TOWN BUDGET FOR THE YEAR 2023

Motion by Councilman Robbins

Seconded by Councilman Glavin

Roll Call: Councilman Glavin: Aye, Councilman Robbins: Aye, Councilman St. John: Aye, Councilman Tasse: Aye, Supervisor Grasso: Aye. **CARRIED**

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

**RESOLUTION NO. 170
November 14, 2022**

**RESOLUTION AUTHORIZING ADOPTION BY THE TOWN BOARD
OF THE TOWN OF CHARLTON OF THE TOWN BUDGET
FOR THE YEAR 2023**

WHEREAS, the Supervisor of the Town of Charlton, as Chief Fiscal Officer, in conjunction with the four other members of the Town Board are obligated to prepare and present to the residents of the Town of Charlton an annual budget, and

WHEREAS, the Supervisor and Town Board have reviewed all necessary data with respect to the preparation of a 2023 Town budget, including holding workshops, reviewing current staffing levels of Town employees, and holding a public hearing on October 24, 2022 for the review of the Board's proposed budget for 2023, at which the public was invited and allowed to be heard on the matter, and

WHEREAS, attached to this resolution is a summary of the Town of Charlton budget for 2023, based on the final analysis and determination by the Town Board of all financial matters affecting the proposed budget, and

WHEREAS, also attached is a listing of all properties affected by the Local Government Exemption Impact Report for fiscal year beginning January 1, 2023 and as required by Real Property Tax Law Section 495 regarding the identification of tax exemptions for properties located within the Town of Charlton.

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Charlton does hereby officially adopt its budget for the tax year 2023, a copy of which final budget is attached to this Resolution.

MOTION BY: Councilman Robbins

Voting: Supervisor Grasso	Aye
Councilman Glavin	Aye
Councilman Robbins	Aye
Councilman St. John	Aye
Councilman Tassè	Aye

SECONDED BY: Councilman Glavin

The resolution was duly adopted on November 14, 2022.

Brenda Mills, Town Clerk

ABSTRACT OF CLAIMS

MOTION #171

Approval of Abstract of Claims

Motion by Councilman Glavin

Seconded by Councilman Robbins

BY MOTION, the Town Board approved the processing of Abstract 121, voucher numbers 577-616 in the amount of \$86,192.57 which was audited by Town Board members.

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

PRIVILEGE OF THE FLOOR

David Pohl, Parks Chairman, said that he has taken down the tennis and basketball nets in Elmer Smith Park.

Mike Siiss, the new EMS Director of the Ballston Lake Emergency Squad introduced himself. Supervisor Grasso said that Mike has been invited to speak at the next Board meeting.

Supervisor Grasso said that the Board would like to go into Executive Session with the Town Attorney to discuss pending litigation, a personnel issue and possible property acquisition.

MOTION #172

Motion to go into Executive Session

Motion by Councilman Tasse

Seconded by Councilman Robbins

BY MOTION the Town Board adjourned the meeting at 8:20 p.m. and entered into Executive Session.

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

MOTION #173

Motion to come out of Executive Session

Motion by Councilman Robbins

Seconded by Councilman Tasse

BY MOTION the Town Board came out of Executive Session 9:27 p.m. No action was taken in Executive Session.

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

MOTION #174

Motion to adjourn the Town Board meeting.

Motion by Councilman Robbins

Seconded by Councilman Tasse

BY MOTION the Town Board adjourned the Town Board Meeting at 9:28 p.m.

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

Respectfully submitted,

Brenda Mills
Town Clerk