

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

December 27, 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 7:35 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 #184

Approval of Minutes

Motion by Councilman Tasse Seconded by Councilman Robbins

BY MOTION the Town Board approved the minutes of the Town Board Meeting on December 12, 2022.

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 on Saturday, December 31st and Monday, January 2nd for the New Year holiday.

The Town Board will hold its Organizational Resolution Meeting on Tuesday, January 3rd at 7:30 PM.

Saratoga County will be holding its annual Planning and Zoning Conference on February 1, 2023 at the Saratoga Springs City Center. All Charlton Town Board, Planning Board and Zoning Board members have been invited to attend and can receive their continuing education credits.

The BHBL Business Professional Association (BPA) will hold its annual State of the Towns event at 8:30 AM on Wednesday, January 4th at the Ballston Town Hall. Speakers will include the Supervisors from the Towns of Charlton, Clifton Park, Ballston and Glenville that comprise the school district of BHBL.

The Saratoga County budget was adopted on December 14, 2022. It is a balanced budget of 378.3 million dollars and uses no fund balance. It includes a property tax rate reduction of 5%, making Saratoga County the county with the lowest property tax rate in New York State, as well as the fastest growing county in the state. The County debt services remains extremely low, at less than 1% of the operating budget.

The Town's 2023 Budget has been posted to Town website.

COMMUNICATIONS

The Town has received notice from Congressman Tonko regarding the Community Center Rehabilitation grant application for \$540,000. The grant application was included in the Omnibus bill which was passed by the House and the Senate. President Biden must still sign the bill, but is expected to do so shortly. The grant process is a long process and involves a lot of record keeping to administer the grant. The Town has some funds in our fund balance that we could draw from to pay for work on the community center and then reimburse the Town when the grant money is received. The Town will track all expenditures for the project.

The Supervisor sent a December 20th memo to all Charlton Town staff regarding insurance plan offerings for 2023. Responses are needed by year end.

The Town has received a letter from a representative from Barclay Damon who is representing US Light Energy (USLE) regarding interest in developing community solar facility at 2107 State Route 67. They would like to discuss the project with the Town Board and intend on filing a Use Variance application. The Land Use Committee will be meeting next week and will dedicate the meeting to discuss community solar. The Supervisor has invited Barclay Damon to attend the Land Use Committee meeting to discuss community solar and the industry. Supervisor Grasso will respond to Barclay Damon.

Supervisor Grasso received an invitation from Assemblywoman Walsh to discuss issues important to Charlton. Supervisor Grasso asked the Board to submit any suggestions they might have to him.

Bob Killeen has sent a confirmation letter to the Supervisor saying that he is interested in being the Chairman of the Environmental Conservation Committee (ECC), to fill the vacancy of Marv Schorr who is retiring.

SUPERVISORS REPORT

Over the past two months, the cash account balance totals have decreased \$68,883.21. Par through November is 92%. The General Fund Revenues are at 105% of budget, and the Expenses are at 102% of budget. The Highway Fund Revenues are at 100% of budget and the Expenses are at 102% of budget. The Supervisor said that he expects to finish 2022 in strong financial shape.

The Supervisor has distributed an ARPA funds tracker to the Board. The ARPA funds total that the Town has received are \$428,511.52. The Board has committed \$318,000 of the funds so far and our actual expenses incurred thus far are \$171,728.77. Our uncommitted funds are \$110,000 which must be spent by the end of 2025. The Supervisor confirmed that an engineering study for the water department was paid with the committed ARPA funds.

The Sales Tax revenue for December is \$135,247.00 which gives us a year-end total of \$1,623,178.00 which is \$123,000 above the 2022 budgeted amount. For 2023, the Board has budgeted \$1.55 million in Sales Tax revenue.

The Charlton Court system collected \$6,242.00 in November, of which \$2,635 was collected by Judge Ketchum and \$3,637 was collected by Judge Hart. The State will retain \$3,359 of the funds collected.

Saratoga County has finished the year in strong financial health and collected more Sales Tax revenue than they had budgeted for. The County decided to distribute 5.3 million dollars in sales tax to the Towns in the county. The Town will be receiving an additional \$106,262.25 in sales tax revenue. The Supervisor said that the Town Board intends to distribute the funds as they do with all sales tax received. 60% will be appropriated to the general fund and 40% will be appropriated to the Highway fund.

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 October, 2022:

DATED: November 14, 2022

SUPERVISOR

	Balance 09/30/2022	Increases	Decreases	Balance 10/31/2022
A GENERAL FUND - TOWNWIDE				
CASH - CHECKING	1,000,347.21	73,802.62	192,142.86	882,006.97
PETTY CASH	800.00	0.00	0.00	800.00
Park Fees Reserve	49,201.79	8.36	0.00	49,210.15
TOTAL	1,050,349.00	73,810.98	192,142.86	932,017.12
DA HIGHWAY FUND				
CASH - CHECKING	251,093.10	79,537.39	60,230.96	270,399.53
TOTAL	251,093.10	79,537.39	60,230.96	270,399.53
F WATER #1 FUND				
CASH - CHECKING	287,022.62	1,736.26	7,166.20	281,592.68
CASH, SPECIAL RESERVES	207,140.35	35.19	0.00	207,175.54
TOTAL	494,162.97	1,771.45	7,166.20	488,768.22
H CAPITAL PROJECTS				
	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00
SW WATER #2 FUND				
CASH - CHECKING	28,406.34	0.00	207.00	28,199.34
TOTAL	28,406.34	0.00	207.00	28,199.34
TA TRUST & AGENCY				
CASH - CHECKING	37,334.76	60,045.32	89,232.28	8,147.80
TOTAL	37,334.76	60,045.32	89,232.28	8,147.80
TOTAL ALL FUNDS	1,861,346.17	215,165.14	348,979.30	1,727,532.01

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 November, 2022:

DATED: December 7, 2022

SUPERVISOR

	Balance 10/31/2022	Increases	Decreases	Balance 11/30/2022
A GENERAL FUND - TOWNWIDE				
CASH - CHECKING	882,006.97	323,338.87	241,350.91	963,994.93
PETTY CASH	800.00	0.00	0.00	800.00
Park Fees Reserve	49,210.15	8.09	0.00	49,218.24
TOTAL	932,017.12	323,346.96	241,350.91	1,014,013.17
DA HIGHWAY FUND				
CASH - CHECKING	270,399.53	129,906.98	135,097.41	265,209.10
TOTAL	270,399.53	129,906.98	135,097.41	265,209.10
F WATER #1 FUND				
CASH - CHECKING	281,592.68	0.00	6,602.99	274,989.69
CASH, SPECIAL RESERVES	207,175.54	34.06	0.00	207,209.60
TOTAL	488,768.22	34.06	6,602.99	482,199.29
H CAPITAL PROJECTS				
	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00
SW WATER #2 FUND				
CASH - CHECKING	28,199.34	0.00	207.00	27,992.34
TOTAL	28,199.34	0.00	207.00	27,992.34
TA TRUST & AGENCY				
CASH - CHECKING	8,147.80	61,014.37	66,063.11	3,099.06
TOTAL	8,147.80	61,014.37	66,063.11	3,099.06
TOTAL ALL FUNDS	1,727,532.01	514,302.37	449,321.42	1,792,512.96

DISCUSSION

The furnace at the Community Center malfunctioned and was found to need a replacement. Our HVAC contractor was able to quickly obtain a new furnace and it was replaced last Friday.

The Town Hall heating system was found not to be working this past Saturday. Temporary heaters were brought in over the weekend to keep the building from freezing. Our HVAC contractor worked on the boilers this morning and got the heat working. The boilers may be reaching the end of their life expectancy. Supervisor Grasso said that the Board has projected and planned for this possible expense.

The local history room at the Town of Ballston Library is completed and is very nice. Residents are encouraged to check it out.

Councilman Tasse said that the FCC is doing a survey to update internet coverage areas. The flyer has been posted on the Town website and email blasted to residents. All residents are encouraged to look update their information by the January 13th deadline. This information will be used to provide funding to underserved broadband areas.

Jim Sevinsky, Chairman of the Land Use Advisory Committee said that the committee plans to look at how they can handle at a possible onslaught of solar applications and how they can keep it consistent with the goals of the committee. They planned to look at Agri-solar and how they would handle if a farmer wanted to have some solar and preserve some farmland. Mr. Sevinsky said that on December 19th, the NYS Climate Action Council announced a 300page scoping plan. There will be more laws coming. By 2030, they would like to achieve 70% renewable energy in New York State. He asked the Board to keeps their eyes out for areas that might be better suited to preserve, such as active farms etc. Being zoned agriculture is not going to be enough to say that they cannot bring in solar. Mr. Sevinsky said that the substations in Town might be of interest to the solar companies. Supervisor Grasso said that the solar companies like farmland because of the size and the fact that it is already cleared. The solar issue is something that the Town is going to have to really look at.

Robin Sevinsky asked about the residents that are underserved in the broadband area, and if the Town was going to notify them of the FCC survey. Councilman Glavin said that the Town plans to send letters to these residents. Mrs. Sevinsky also noted that the quotes that were received for work at the Community Center may be outdated as prices of everything has gone up. Supervisor Grasso said that this is something that the Board will constantly look at.

MOTIONS, RESOLUTIONS & AUTHORIZATIONS

RESOLUTION#185

RESOLUTION REGARDING ADDITIONAL COUNTY SALES TAX DISTRIBUTION FOR THE YEAR 2022

Motion by Councilman Robbins

Seconded by Councilman Tasse

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. 185
December 27, 2022**

**RESOLUTION REGARDING ADDITIONAL COUNTY SALES TAX DISTRIBUTION
FOR THE YEAR 2022**

WHEREAS, the Town of Charlton has been advised and will be receiving a separate sales tax distribution from the County of Saratoga in the month of December in the amount of \$106,262.65; and

WHEREAS, sales tax receipts are generally split 60/40 between the Town general fund and highway fund.

NOW, THEREFORE, BE IT RESOLVED, the Town Board acknowledges the amount of \$106,262.65 as a separate sales tax distribution anticipated from the County of Saratoga in 2022, which amount shall be split and allocated as follows: the sum of \$63,262.65 to the Town general fund, and the sum of \$43,000.00 to the highway fund, with each allocation to be added directly to the respective fund's fund balance.

MOTION BY: Councilman Robbins

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

SECONDED BY: Councilman Tasse

The resolution was duly adopted on December 27, 2022.

Brenda Mills, Town Clerk

RESOLUTION#186

**RESOLUTION AUTHORIZING INTER-FUND/ACCOUNT TRANSFERS NECESSARY TO CLOSE OUT THE
2022 TOWN BUDGET**

Motion by Councilman Glavin

Seconded by Councilman Robbins

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. 186
December 27, 2022**

**RESOLUTION AUTHORIZING INTER-FUND/ACCOUNT TRANSFERS
NECESSARY TO CLOSE OUT THE 2022 TOWN BUDGET**

WHEREAS, inter-fund transfers are necessary to accommodate and memorialize various needed and required adjustments to balance and close out the 2022 Town Budget; and

WHEREAS, a delegation of the authority to approve these transfers is necessary to implement them in a timely and lawful manner;

NOW, THEREFORE, BE IT RESOLVED, the Town Supervisor is hereby authorized to make any and all necessary inter-account transfers required to properly close out the 2022 Charlton Town Budget.

MOTION BY: Councilman Glavin

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

SECONDED BY: Councilman Robbins

The resolution was duly adopted on December 27, 2022.

Brenda Mills, Town Clerk

ABSTRACT OF CLAIMS

MOTION #187

Approval of Abstract of Claims

Motion by Councilman Tasse

Seconded by Councilman St. John

BY MOTION, the Town Board approved the processing of Abstract 124, voucher numbers 684-713 in the amount of \$49,860.93 which was audited by Town Board members.

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

PRIVILEGE OF THE FLOOR

No one chose to speak.

MOTION #188

Motion to adjourn the Town Board meeting.

Motion by Councilman Glavin

Seconded by Councilman Robbins

BY MOTION the Town Board adjourned the Town Board Meeting at 8:27 p.m.

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

Respectfully submitted,

Brenda Mills
Town Clerk