

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

December 28, 2021

The Regular Meeting of the Town Board of the Town of Charlton, Saratoga County, New York was held virtually on Zoom and called to order by Supervisor Grasso at 7:37 p.m.

The pledge of allegiance was recited.

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

Also present: Town Clerk Brenda Mills, Attorney Craig.

APPROVAL OF MINUTES

MOTION #184

Approval of Minutes

Motion by Councilman Ranaletto

Seconded by Councilman Robbins

Discussion: Supervisor Grasso said that at the December 13th meeting, Torben Aabo referred to the space under the Community Center as a basement, however, it is actually a crawl space. The minutes captured correctly was stated.

BY MOTION the Town Board approved the minutes of the Town Board Meeting on December 13, 2021.

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

PRIVILEGE OF THE FLOOR FOR AGENDA ITEMS

Town Clerk, Brenda Mills said that a new law has gone into effect that requires minutes to be made public within 2 weeks of a meeting even if they have not yet been approved. The Clerk will put a heading on the minutes as to whether or not they have been approved, and will be posting unapproved minutes on the website until they are replace with approved minutes.

ANNOUNCEMENTS

The Town offices will be closed January 1st and January 3rd for the New Year's Day holiday.

The Town Board Organizational Meeting and Officials Swearing-in will be January 3rd at 7pm.

COMMUNICATIONS

Supervisor Grasso said that Saratoga County has provided 1,000 face masks to the Town. These are available for employee use and for residents if needed.

Supervisor Grasso said that he has been conducting interviews for the Confidential Secretary to Supervisor position.

The upcoming Talk of the Towns is scheduled for January 5th at the Glenville Town Hall.

Supervisor Grasso said that the Town has been notified by NYSDOT that we were not awarded a grant for a culvert replacement project on Maple Avenue.

Supervisor Grasso said that Andy Haluska has agreed to fill the vacant seat on the Board of Assessment Review Board. He has vacated his seat as an Alternate on the ZBA. Peter Parker has agreed to be the Chairman of the Veterans Memorial Board.

The Board has received the November financial report. The December Sales Tax amount was \$122,501.00 and the Mortgage Tax was \$7,784.00 for November.

12/12/2021 16:11:15

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, 2021:

DATED: December 12, 2021

SUPERVISOR				
	Balance 10/31/2021	Increases	Decreases	Balance 11/30/2021
A GENERAL FUND - TOWNWIDE				
CASH - CHECKING	116,817.86	174,953.91	47,147.20	244,624.57
CASH - SAVING	240,549.08	16.58	28,139.62	212,426.04
PETTY CASH	700.00	0.00	0.00	700.00
Park Fees Reserve	49,151.33	0.00	0.00	49,151.33
TOTAL	407,218.27	174,970.49	75,286.82	506,901.94
DA HIGHWAY FUND				
CASH - CHECKING	642,045.02	135,015.53	307,219.43	469,841.12
CASH - SAVINGS	-335,820.78	0.00	22,018.06	-357,838.84
CASH, SPECIAL RESERVE	15,516.96	0.00	0.00	15,516.96
TOTAL	321,741.20	135,015.53	329,237.49	127,519.24
F WATER #1 FUND				
CASH - CHECKING	127,900.89	11,371.95	5,295.34	133,977.50
CASH - SAVINGS	200,014.77	0.00	3,810.72	196,204.05
CASH, SPECIAL RESERVES	202,346.86	5.11	0.00	202,351.97
TOTAL	530,262.52	11,377.06	9,106.06	532,533.52
H CAPITAL PROJECTS				
SAVINGS	0.00	0.00	0.00	0.00
	62,187.27	0.00	0.00	62,187.27
TOTAL	62,187.27	0.00	0.00	62,187.27
SW WATER #2 FUND				
CASH - CHECKING	-60.32	120.64	120.64	-60.32
CASH - SAVINGS	28,629.92	0.00	120.64	28,509.28
TOTAL	28,569.60	120.64	241.28	28,448.96
TA TRUST & AGENCY				
CASH - CHECKING	621,362.72	52,936.46	51,529.56	622,769.62
TOTAL	621,362.72	52,936.46	51,529.56	622,769.62
TOTAL ALL FUNDS	1,971,341.58	374,420.18	465,401.21	1,880,360.55

MOTIONS, RESOLUTIONS AND PROCLAMATIONS

RESOLUTION #185

A RESOLUTION FOR 2021 BUDGET AMENDMENT - HIGHWAY

Motion by Councilman Robbins

Seconded by Councilman Glavin

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

12/28/2021

Resolution #185

Budget Amendment

Be it resolved that the Supervisor is authorized to make the following budget amendment:

For Budget Year 2021, Highway Fund,

Appropriate revenue from Bond for Highway Truck for \$225,000.00 from DA5710 Serial Bonds and to expenditure account DA5130.2 Machinery-Equipment \$225,000.00

Moved by Councilman Robbins

Voting: Councilman Glavin Aye

Councilman Ranaletto Aye

Seconded by Councilman Glavin

Councilman Robbins Aye

Councilwoman Smith Aye

Supervisor Grasso Aye

I certify that this is a true and exact copy of this original as passed by the Town Board of the Town of Charlton on

Dated: December 28, 2021

Brenda Mills, Town Clerk

RESOLUTION #186

A RESOLUTION FOR 2021 BUDGET AMENDMENT - HIGHWAY

Motion by Councilman Robbins

Seconded by Councilman Glavin

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

12/28/2021

Resolution #186

Budget Amendment

Be it resolved that the Supervisor is authorized to make the following budget amendment:

For Budget Year 2021, Highway Fund,

Appropriate revenue from CHIPS for \$161,902.17 from DA3501 Consolidated Highway Aid and to expenditure account DA5112.2 Road Construction-Chips \$161,902.17

Moved by Councilman Robbins

Voting: Councilman Glavin Aye

Councilman Ranaletto Aye

Seconded by Councilman Glavin

Councilman Robbins	Aye
Councilwoman Smith	Aye
Supervisor Grasso	Aye

I certify that this is a true and exact copy of this original as passed by the Town Board of the Town of Charlton on

Dated: December 28, 2021

Brenda Mills, Town Clerk

RESOLUTION #187

A RESOLUTION FOR 2021 BUDGET AMENDMENT - HIGHWAY

Motion by Councilman Robbins

Seconded by Councilman Glavin

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

12/28/2021

Resolution #187

Budget Amendment

Be it resolved that the Supervisor is authorized to make the following budget amendment:

For Budget Year 2021, Highway Fund,

Appropriate revenue from Highway Culvert work for \$3619.91 from DA2650 Sale of Scrap & excess Materials and to expenditure account DA5110.414 Maintenance of Roads- Road Construction \$3619.91.

Moved by Councilman Robbins

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

Seconded by Councilman Glavin

I certify that this is a true and exact copy of this original as passed by the Town Board of the Town of Charlton on

Dated: December 28, 2021

Brenda Mills, Town Clerk

RESOLUTION #188

A RESOLUTION FOR 2021 BUDGET AMENDMENT - HIGHWAY

Motion by Councilman Robbins

Seconded by Councilman Glavin

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

12/28/2021

Resolution #188

Budget Amendment

Be it resolved that the Supervisor is authorized to make the following budget amendment:

For Budget Year 2021, Highway Fund,

Appropriate revenue from sale of equipment to Auctions International Inc. for \$3700.00 from DA2665 Sale of Equipment and to expenditure account DA5130.2 Machinery-Equipment \$3700.00

Moved by Councilman Robbins

Seconded by Councilman Glavin

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

I certify that this is a true and exact copy of this original as passed by the Town Board of the Town of Charlton on

Dated: December 28, 2021

Brenda Mills, Town Clerk

RESOLUTION #189

A RESOLUTION FOR 2021 BUDGET AMENDMENT - HIGHWAY

Motion by Councilman Robbins

Seconded by Councilman Glavin

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

12/28/2021

Resolution #189

Budget Amendment

Be it resolved that the Supervisor is authorized to make the following budget amendment:

For Budget Year 2021, Highway Fund,

Appropriate revenue from sale of scrap metal to Plan It Waste & Recycling for \$4,592.29 from DA2650 Sale of Scrap Metal and to expenditure account DA5110.414 Maintenance of Roads – Road Construction for \$4,592.29

Moved by Councilman Robbins

Seconded by Councilman Glavin

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

I certify that this is a true and exact copy of this original as passed by the Town Board of the Town of Charlton on

Dated: December 28, 2021

Brenda Mills, Town Clerk

RESOLUTION #190

A RESOLUTION FOR 2021 BUDGET AMENDMENT – H FUND

Motion by Councilman Robbins

Seconded by Councilman Glavin

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

12/28/2021

Resolution #190

Budget Amendment

Be it resolved that the Supervisor is authorized to make the following budget amendment:

For Budget Year 2021, H Fund,

Appropriate revenue from DOT for \$260,604.70 from H3591 State Aid Highway Capital Projects and to expenditure account H1620.2 Building Capital Outlay \$260,604.70

Moved by Councilman Robbins

Seconded by Councilman Glavin

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

I certify that this is a true and exact copy of this original as passed by the Town Board of the Town of Charlton on

Dated: December 28, 2021

Brenda Mills, Town Clerk

RESOLUTION #191

A RESOLUTION FOR 2021 BUDGET AMENDMENT – H FUND

Motion by Councilman Robbins

Seconded by Councilman Glavin

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

12/28/2021

Resolution #191

Budget Amendment

Be it resolved that the Supervisor is authorized to make the following budget amendment:

For Budget Year 2021, H Fund,

Appropriate revenue from DOT for \$148,575.37 from H3591 State Aid Highway Capital Projects and to expenditure account H1620.2 Building Capital Outlay \$148,575.37

Moved by Councilman Robbins

Seconded by Councilman Glavin

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

I certify that this is a true and exact copy of this original as passed by the Town Board of the Town of Charlton on

Dated: December 28, 2021

Brenda Mills, Town Clerk

ABSTRACT OF CLAIMS

MOTION #192

Approval of Abstract of Claims

Motion by Councilman Robbins

Seconded by Councilman Glavin

BY MOTION, the Town Board approved the processing of Abstract 123, voucher numbers 724-757 in the amount of \$117,359.16 which was audited by Town Board members.

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

COUNCILMAN COMMENTS

Councilman Robbins said that the Town has applied for a Trail Grant from the County and plans to extend the trail at Elmer Smith Park. It was discovered that the north end of the trail has an area that is too wet, so they will be shortening the loop extension. The Highway Superintendent is looking at how the work will get done and if machinery needs to be rented. The grant is a matching grant, so the Town must expend money or manpower. Residents have had good comments about the current trail.

Councilman Ranaletto asked if any progress was made on the Enable invoices. Supervisor Grasso said that he has been reviewing the past years invoices and he has some questions to go over with Chris Tasse. Councilman Ranaletto also said that the BHBL Summer Rec program has been growing and Andy Haluska has been doing a nice job running the program.

Councilman Glavin said that he met with the water clerk. They have not received the 20th sample test results yet. The letters sent to the delinquent water customers resulted in payments of over \$2,000.00.

PRIVILEGE OF THE FLOOR

Councilman Dave Robbins said that he would like to acknowledge the efforts of the outgoing Board members. Regarding Jenna Smith, he said that you could not ask for a better person for which to serve. Her intelligence, passion, and sense of humor has been a joy. He knows that he will miss her, the Board will miss her and he wants everyone in Town to know the value and rare resource that we are going to be moving forward without.

Councilman Dave Robbins said regarding Doug Ranaletto, he has been a great mentor and friend. He appreciates his no-nonsense, straightforward approach to business, intolerance for fluff and wasting time. He is a man of class.

Supervisor Grasso acknowledged Jenna Smith and said that she has been a valuable asset to the Board. She has been the lead on all things land use, which is a difficult role, and she has taken it on with a lot of professionalism. Her legal acumen has been very valuable and very insightful. She does her research and homework and put in tremendous effort to help us be a better Town. She was fun to work with and she will be sorely missed.

Supervisor Grasso acknowledged Doug Ranaletto, and thanked him for serving over 4 years on the Town Board. He said Doug is a consummate professional with a no-nonsense approach, an intellect on personnel and management issues and an advisor and mentor.

Town Clerk Mills said that Bob Killeen phoned the office and asked her to thank the outgoing councilman.

Councilwoman Jenna Smith thanked Supervisor Grasso and the Town Board for putting the best interest of the Town first, when they appointed her to the Town Board. She said it was an honor to serve the Town's residents and she wished the new Board members the best of luck moving forward.

Councilman Doug Ranaletto thanked the Town Board and the many employees that he has worked with and that have helped him over the years. He wanted to thank Alan Grattidge as well as Supervisor Grasso. He said it has been a pleasure being involved with the Town for the past 10 years.

MOTION #193

Motion to adjourn the meeting

Motion by Councilman Ranaletto

Seconded by Councilman Robbins

BY MOTION the Town Board adjourned the meeting at 8:04 p.m.

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

Respectfully submitted,

Brenda Mills
Town Clerk