

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

**February 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 7:34 p.m.

Present: Supervisor Grasso, Councilman Glavin, Councilman Robbins, Councilman Tasse.

Also present: Town Clerk Brenda Mills, Attorney Craig.

Excused: Councilman St. John

**APPROVAL OF MINUTES**

**MOTION #62**

**Approval of Minutes**

Motion by Councilman Robbins

Seconded by Councilman Tasse

**BY MOTION** the Town Board approved the minutes of the Town Board Meeting on January 24, 2022.

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

**PRIVILEGE OF THE FLOOR FOR AGENDA ITEMS**

No one chose to speak.

**SUPERVISORS REPORT**

Supervisor Grasso said that he has had a busy month. He had his first meeting as the Chairman of the Saratoga County Trails, Open Space and Farmland Protection Committee. They are working on plans for an extension of the Zim Smith trail.

Supervisor Grasso said that last week another supply of Covid test kits were provided to the Town from the County and are available at the Town Clerk's office.

Supervisor Grasso said that the Town Board has been working on getting inspection reports done on renovation issues at the Community Center. The Board has been taking the necessary steps to get a complete picture of what needs to be done at the Center before decisions are made and money is spent on renovations. The Board started with a Lead and Asbestos investigation and then decided to have a structural assessment done. Water and mold were found in the crawlspace area so the Board would like to hire a company to do a further assessment of the mold and recommend remediation. The Board received a quote from Atlantic Testing Laboratories in the amount of \$3,080.00 and a quote from Ambient Environmental, Inc. in the amount of \$2,025.00. The Board plans to vote tonight to hire Ambient Environmental, Inc.

Supervisor Grasso said that the Town Board members have scheduled the Town audits and will have them completed by the end of next week.

Supervisor Grasso said that 23 of the Town employees have taken the Defensive Driving course that was offered and paid for by the Town.

## **ANNOUNCEMENTS**

The Town offices will be closed February 21st in observance of Presidents Day.

## **COMMUNICATIONS**

Supervisor Grasso said that the County is offering 2 million dollars in grant money to Non-profit organizations who have been affected by the pandemic, through a Non-Profit Covid Relief Fund. He urged Charlton non-profit groups to apply.

The Town has previously reported that the water sampling came back with no issues. The Town has now received the official paperwork from the NYS Department of Health verifying the results.

The Town has received word from the Office of Court Administration that the Town will be awarded 50% of the grant money that was applied for to purchase 3 new tables for the courtroom. If the Town decides to purchase the tables, the Town will have to pay \$1,900.00.

## **DEPARTMENT, COMMITTEE & COUNCILMAN REPORTS**

Court – Judge Ketchum collected \$2,873.00 in fines and Judge Hart collected \$4,052.00 for a total of \$6,925.00 that was submitted to the State.

Town Clerk – Clerk Mills said her office took in \$764.00 for the month of January. \$586.09 was paid to the Supervisor's office as revenue, and \$177.91 was paid to other Governmental agencies.

Constables – In January, there were 3,886 miles traveled, 34 patrols, 19 complaints received, 15 911 calls and 12 accident/8 EMT Fire calls were responded to, and 21 tickets were issued (11 on Route 67).

Dog Control – In January, there were 5 calls received of which 2 related to other animals, 1 dog was seized and returned to owner. One dog was hit and killed on Charlton Road, and other dog that was lost last summer was recently found and returned to the owner.

Town water system: Councilman Glavin read the following report:

**Area:** System Modification and Maintenance

1. The construction of the Chlorination addition system is complete. Commissioning was to occur last week (week of 2/7/22) however, the commissioning agent was out with a relapse of Covid 19. It is anticipated that the commissioning and operational checkout of the system will be complete by end of week of 2/21/22.
2. An issue arose 2 weeks ago with a control switch associated with a system valve, manufactured by Ross Co. The switch was repaired (cleaned and adjusted) and system was restored to normal.

**Area:** Regulatory

1. The Chlorination system installation contractor questioned the need for a Reduced Pressure Zone (RPZ) or double check valve device regarding design of the backup disinfection system in early February. The Town Water Superintendent communicated the issue to the Town engineer who worked with the NYSDOH representative to determine one was not required.
  - a. The above situation was a great example of a questioning attitude to ensure the proper thing as done and resolved to the satisfaction of proper design and system configuration to ensure requirements were met. The question was addressed in a timely manner and resolved such that the contractor was not held up in their completion of work.

Highway – Superintendent Marshall Heritage submitted the following report for the month of January:

1. Picking up Christmas trees
2. Truck 1 new brakes
3. Started Elmer Smith trail
4. Cutting brush along roadsides
5. Plowing Snow /sand salting roads
6. Removed the Christmas tree from the Gazebo
7. Installed new cutting edges on plows

8. Shoveling the walks at the Town Hall and Community Center
9. Community Center had frozen water pipes, insulated area
10. Cleaning up trucks
11. Completed the defense driving course
12. Painting truck 14 box and frame (Michael)
13. Mixing sand and salt
14. Dig safe locations 3

Councilman Robbins mentioned that an article was posted on the Town website informing residents that it is illegal to push snow across roadways.

Councilman Robbins said that he and Jay Wilkinson have worked on getting quotes for acoustical panels for the Town Hall meeting room in an effort to improve the sound in the room. The plan is to place an initial order for 12 panels, and incrementally add more if needed. They also plan to replace the window blinds with fabric honeycomb blinds for sound absorption. The Board will vote to approve the purchase of the panels this evening.

Parks – David Pohl, Chairman said that he recommends that a coat of stain be put on the pavilion in Elmer Smith Park this year. Councilman Robbins said that the survey work has been done at Mill Pond Park. He apologized to adjoining neighbors for not informing them ahead of time that men would be walking the property.

Celebrations – Councilman Robbins asked that the Board consider scheduling the Founder's weekend activities including Party in the Park. Supervisor Grasso said that the Board did budget money for the weekend. The Board had no objection to moving forward with planning the June 4<sup>th</sup> and 5<sup>th</sup> weekend events, with the caveat that if the pandemic becomes an issue, plans could change.

Technology Committee – Councilman Tassè said that he recently spoke with a resident about getting broadband in a remote area of Charlton. He also said that the NYS Public Service Commission is taking public comments about broadband issues in NYS. The State has a survey called the Empire Broadband survey. He urged residents to give feedback.

Town of Ballston Library – Tom Shaginaw reported that Library is evaluating the mask mandate situation. They will be having their summer reading program which this year is called Oceans of possibilities. Tax forms are available at the library. He introduced Jen Richards who is the new Librarian for Adult Services. She spoke about the Hoopla online resource that is available to card holders.

Historian – Marv Livingston spoke about a few street names in Charlton and where he thinks they originated from.

Supervisor Grasso said that the BHBL Business and Professional Association held their annual Talk of the Towns meeting a couple of weeks ago. The Supervisors of the Towns of Charlton, Glenville, Ballston and Clifton Park speak at the meeting. Supervisor Grasso said that he spoke about the supply chain issues facing businesses in our Town, and about the new law that NY State wants to impose for overtime pay for farmers working over 40 hours. The Supervisor cited as an example the Eldon Tweed farm in Charlton that employs over 40 workers, milks over 2,000 cows and farms over 3,000 acres. The overtime pay would be a hardship for the farm. It would be a substantial loss if farms like this went away. Landowners that lease their land to farmers could be affected and lose their tax exemptions as well.

## **MOTIONS, RESOLUTIONS AND PROCLAMATIONS**

### **MOTION #63**

#### **MOTION TO APPROVE THE TUESDAY TRY-ATHLETES SEASONAL USE OF VOLLEYBALL COURTS**

Motion by Councilman Glavin

Seconded by Councilman Robbins

BY MOTION, the Town Board authorized the Tuesday Try-Athletes reservation and use of the Elmer Smith Park volleyball court on Tuesday evenings from April 26<sup>th</sup> until August 30<sup>th</sup> beginning at 6:00 p.m.

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

**RESOLUTION #64**

**RESOLUTION CONTINUING TAX EXEMPTIONS PURSUANT TO THE GOVERNOR'S EXECUTIVE ORDER FOR THE YEAR 2022**

Motion by Councilman Robbins  
Seconded by Councilman Tasse

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

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

**RESOLUTION No. 64  
February 14, 2022**

**RESOLUTION CONTINUING TAX EXEMPTIONS PURSUANT TO THE GOVERNOR'S  
EXECUTIVE ORDER FOR THE YEAR 2022**

**WHEREAS**, the Governor issued Executive Order 11.1, declaring a State of Emergency due to the Covid-19 Pandemic, and various other Orders, which in part temporarily suspended the re-application requirements of RPTL Section 459-c and RPTL Section 467 until January 25, 2022; and

**WHEREAS**, RPTL Section 459-c of the Real Property Tax Law gives local governments and public school districts the option of granting a reduction in the amount of property taxes paid by qualifying persons with disabilities and RPTL Section 467 is for persons 65 years of age or older. To qualify for the base exemption (50% of the assessed value), the combined income of the owners for the income tax year immediately preceding the application for exemption must not be greater than the maximum income eligibility level specified by local law; and

**WHEREAS**, the Executive Order directs the Town Assessor to grant exemptions pursuant to such sections above-mentioned on the 2022 assessment roll to all property owners who received that exemption on the 2021 assessment roll to the extent that the Town Assessor will not for this tax year need to mail out renewal applications to the property owners and the property owners will not for the 2022 tax year need to renew the application in order to receive the tax exemption, so long as the Town Board passes a resolution authorizing such.

**NOW THEREFORE, BE IT RESOLVED**, by the Town Board of the Town of Charlton as follows:

1. All property owners who received an exemption on the 2021 assessment roll under RPTL 459-c and 467, shall continue to receive the same exemption on the 2022 assessment roll, without the necessity of filling out and submitting a new application in order to qualify.
2. The Town Assessor may in his or her discretion require a new renewal application only if he/she believes the owner may have changed his or her residence, added another owner to the deed, transferred the property to a new owner, or is deceased.
3. This Resolution intends to follow and adopt those sections of Executive Order No. 11.1 that relate to the aforementioned RPTL sections, a copy of which is attached, and shall be effective immediately.

MOTION BY: Councilman Robbins

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

SECONDED BY: Councilman Tasse

The resolution was duly adopted on February 14, 2022.

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Brenda Mills, Town Clerk

**RESOLUTION #65**

**RESOLUTION TO HIRE CONTRACTOR TO CONDUCT A MOLD ASSESSMENT AT THE TOWN  
COMMUNITY CENTER**

Motion by Councilman Glavin

Seconded by Councilman Robbins

Discussion: Councilman Robbins said that the Board is moving incrementally to do the proper steps at the Community Center.

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

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

**RESOLUTION NO. 65  
February 14, 2022**

**RESOLUTION TO HIRE CONTRACTOR TO CONDUCT A MOLD  
ASSESSMENT AT THE TOWN COMMUNITY CENTER**

**WHEREAS**, upon further inspection of the Town Community Center located at 784 Charlton Road for the purposes of maintenance, repairs and renovations to the building, it was discovered that there were signs of mold within the crawlspace of the building; and

**WHEREAS**, a microbial assessment is needed to determine the extent and severity of the mold, assess the air quality of the building, and have a plan put in place for any needed mold remediation; and

**WHEREAS**, the Town, pursuant to its' Procurement Policy, solicited bids and proposals for such work from several mold specialists; and

**WHEREAS**, the Town, after seeking proposals for such, received a quote from Ambient Environmental, Inc., of 828 Washington Avenue, Albany, New York, 12203, in the amount of \$2,025.00, and a quote from Atlantic Testing Laboratories, of 22 Corporate Drive, Clifton Park, New York, 12065, in the amount of \$3,300.00, to perform said work; and

**WHEREAS**, the Town Board, after review and consideration, believes Ambient Environmental, Inc., to be the best choice to perform the work, meets all of the Town's criteria and specifications for said project, all at a reasonable cost and best value and expense to the Town.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Charlton awards to, and hires, Ambient Environmental, Inc., of 828 Washington Avenue, Albany, New York, 12203, to perform a microbial assessment and to assess indoor air quality within the Community Center, all as set forth in the attached proposal, at a cost of \$2,025.00, plus other minor incidental costs, if any, to be commenced and completed within a reasonable time frame as agreed to with the Town Supervisor, and subject to providing proper and adequate insurance coverage; and it is further

**RESOLVED**, the Town Supervisor is authorized to enter into and sign all necessary documents and pay all amounts needed in order to effectuate same.

MOTION BY: Councilman Glavin

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

SECONDED BY: Councilman Robbins

The resolution was duly adopted on February 14, 2022.

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Brenda Mills, Town Clerk

**RESOLUTION #66**

**RESOLUTION AUTHORIZING THE PURCHASE OF A SKID STEER FOR USE IN THE TOWN OF CHARLTON HIGHWAY DEPARTMENT**

Motion by Councilman Robbins

Seconded by Councilman Tasse

Discussion: Supervisor Grasso said that the majority of the cost of the skid steer is being paid for with grant money from a few years ago.

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

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

**RESOLUTION NO. 66  
February 14, 2022**

**RESOLUTION AUTHORIZING THE PURCHASE OF A SKID STEER FOR USE  
IN THE TOWN OF CHARLTON HIGHWAY DEPARTMENT**

**WHEREAS**, the Highway Superintendent has advised the Town Board that it would be advisable and necessary to purchase a skid steer that would be used for various Town projects,

construction work, and highway and ditch maintenance that the Town may incur or require each year, including repairing and/or replacing Town roadways, snow removal, clearing, ditch and culver digging, and the like; and

**WHEREAS**, the Highway Superintendent, in accordance with Town Procurement Policy, researched values and did obtain a proposal from Capital Tractor, Inc., of 1135 State Route 29,

Greenwich, NY, 12834, to purchase a 2021 New Holland C332 HVAC Cab, 78" HD Bucket w/wedge skid steer, with additional attachments and accessories, a copy of which proposal is shown on the attached document presented to the Town Board by the Highway Superintendent; and

**WHEREAS**, the Highway Superintendent has recommended to the Town Board that he be authorized to purchase the New Holland C332 Skid Steer, with additional attachments and accessories, for the sum of \$70,418.04, with \$50,000.00 of the purchase price to be reimbursed to the Town from and through a State and Municipal Facilities grant program (SAM Grant).

**NOW, THEREFORE, BE IT RESOLVED**, that the Town of Charlton Highway Superintendent is hereby authorized to expend the sum of up to \$75,000.00, plus additional miscellaneous expenses, in order to pay for and obtain the New Holland C332 Skid Steer tractor, referenced in this resolution and as shown on the attached proposal; and it is further

**RESOLVED**, the Town of Charlton Town Supervisor is hereby authorized to enter into and sign all necessary documents and pay all amounts needed in order to effectuate same.

MOTION BY: Councilman Robbins

Voting: Supervisor Grasso Aye  
Councilman Glavin Aye  
Councilman Robbins Aye  
Councilman St. John Absent  
Councilman Tasse Aye

SECONDED BY: Councilman Tasse

The resolution was duly adopted on February 14, 2022.

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Brenda Mills, Town Clerk

**RESOLUTION #67**

**RESOLUTION TO APPROVE THE PURCHASE OF ACOUSTICAL PANELS FOR THE MAIN MEETING ROOM AT TOWN HALL**

Motion by Councilman Robbins  
Seconded by Councilman Tasse

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

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

**RESOLUTION NO. 67**

**February 14, 2022**

**RESOLUTION TO APPROVE THE PURCHASE OF ACOUSTICAL PANELS  
FOR THE MAIN MEETING ROOM AT TOWN HALL**

**WHEREAS**, the Town Board of the Town Charlton is desirous of purchasing acoustical panels for the main meeting room for the purpose of having better audio and listening capabilities, improving the acoustics, and overall obtaining better sound quality at the Town Hall meetings; and

**WHEREAS**, the Town, after seeking proposals from multiple acoustical panel vendors, has obtained a proposal from Acoustical Solutions, of 2420 Grenoble Road, Richmond, Virginia, 23294, for the purchase of up to sixteen (16) acoustical panels with immediate purchase of twelve (12) of the panels to be located as follows: six (6) panels on the wall with the Town seal; four (4) panels on the east and west walls, and two (2) panels on the south wall on either side of the large window looking into the vestibule, or as otherwise determined, a copy of which proposal is attached hereto;

**WHEREAS**, the Town, after reviewing representative square foot panel pricing from multiple vendors has determined that Acoustical Solutions will provide the greatest value of similar quality panel on a square foot basis, and that their ability to fabricate custom sized panels will provide the best overall value to the Town.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Supervisor is hereby authorized to enter into contract for the purchase of up to sixteen (16) acoustical panels, from Acoustical Solutions, of 2420 Grenoble Road, Richmond, Virginia, 23294, for the amount not to exceed \$3,200. plus any incidental expenses and installation costs associated therewith, all as set forth and described on the attached proposal, and be it further

**RESOLVED**, that the Town Supervisor is hereby authorized to expend said sum, plus any incidental expenses, in order to pay for the purchase and installation of up to sixteen (16) acoustical panels; and to do all things necessary and sign all documents required in order to effectuate same.

MOTION BY: Councilman Robbins

Voting: Supervisor Grasso	Aye
Councilman Glavin	Aye
Councilman Robbins	Aye
Councilman St. John	Absent
Councilman Tasse	Aye

SECONDED BY: Councilman Tasse

The resolution was duly adopted on February 14, 2022.

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Brenda Mills, Town Clerk

**ABSTRACT OF CLAIMS**

**MOTION #68**

**Approval of Abstract of Claims**

Motion by Councilman Robbins

Seconded by Councilman Tasse



**BY MOTION**, the Town Board approved the processing of Abstract 103, voucher numbers 2 and 52-92 in the amount of \$660,307.92 which was audited by Town Board members.

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

### **PRIVILEGE OF THE FLOOR**

Suzanne Voigt, resident, read the following:

February 14, 2022

Dear Town of Charlton Board Members,

I write this as a 25-plus year resident who came to this town because of its rural nature, support of farming and its natural beauty. We bought our house to be "in the country" and were told that between zoning restrictions and water issues, we would never have to worry about Charlton becoming part of the Capital District suburban sprawl.

In our 25 years in Charlton we have seen:

- Our zoning of AG/Residential be eliminated and a town-wide minimum parcel size instituted that is smaller than was in our zone and way smaller than what was in was the Ag District zoning. Thus, making it possible for farms in the "Ag" district and other land owners to easily subdivide and destroy our "rural character".
- Time and time again houses put in areas that either don't have enough water or water tables so high that drainage becomes a serious issue for pre-existing and new homes.
- Anti-farm zoning proposals from the Town Board –some like the "chicken restrictions" got defeated and others, like the horse regulations, went through despite not being well thought out, not easily enforceable, with promises made to land owners with horses that were now on "non-horse allowable" properties, that their farms would be grandfathered-in-- yet no list was ever made.
- The town spend a lot of time and expertise creating a Comprehensive Plan, that the citizens of Charlton greatly supported, but recent actions of the Town Board show little regard to its principles; ie the Zoning Regulations do not concur with Comprehensive Plan or our Subdivision Regulations, Design and Construction Standards; nor has the town been pro-active in designating wetlands and other areas where housing should not be permitted.

We have a good Town Planning Board, that is trying to right by our citizens and the town, but it is becoming very difficult for them to do so. Their hands are tied by conflicting regulations.

Over our years living on Dawson Road, we have witnessed over 17 houses being built within less than one mile of our place. That is a lot, since Dawson RD is half in Genville (I am not counting the ones in Glenville) and the fact that the Alplaus creates one border of our property. Many land owners in our area have serious water issues—both in dry wells and/or land becoming extremely wet. This problem appears to be repeated town-wide. The influx of houses is not in line with the town/political motto of "Keeping Charlton Rural" nor is it in the best interest of the citizens.

I am asking the Board to:

1. Review the Comprehensive Plan. It should be a dynamic document.
2. Please make the Zoning Regulations match with the Subdivision Regulations, Design and Construction Standards.
3. Please get a town-wide Hydrology Study done before more serious consequences occur or law suits happen.
4. Please be pro-active. It is so much easier and better for all.

Thank you for your time,

Suzanne Carreker-Voigt  
122 Dawson RD, 12302

Robin Sevinsky, resident, said that she was drawn to Charlton because of the rural character, and she has concerns about accelerated development threatening it. She would like the Town Board to review the Comprehensive Plan.

Torben Aabo read a summary report based on the Structural Engineers findings at the Community Center:



### **Summary of DeGennaro Engineering Visual Assessment of the Town of Charlton Community Center, dated January 11, 2022**

#### **Observations**

##### **Crawl Space Mold Damage**

- Approximately 2/3 of the wood floor joists have white mold build-up on the surface
- joists are rotted and require removal and complete replacement
- At one place the joist was completely rotted through
- The main girder at the center of the building was covered with a thick layer of white mold
- Visible sections of the existing sill plate appeared to be in fair condition from the interior
  - On the east side of the building the sill is exposed and rotted
- All exterior foundation vents were covered
- Evidence of a sump pump installed at some point
- The Town installed a sump pump in the crawl space sometime during the Fall of 2022
- The extend of the mold in the crawl space limited the amount of time and level of assessment that could be performed by the inspector
- The rear section of the building was not accessible
  - That is the extension to the building with bathrooms and the kitchen

##### **Deficient Entrance Ramp**

- It is a concrete ramp in poor condition
  - Pitted and uneven with numerous cracks
- The railing has failed on the southeast corner

##### **Deteriorating Siding**

- The siding along the base of the building near the foundation are in poor condition
- The siding is rotted along the east side of the building and the sill plate exposed
- Exterior paint is in poor condition

##### **Attic Deficiencies**

- Framing in good condition
- There are openings to the exterior that are visible
  - Air and pests can enter the building

- Insulation has deteriorated

## **Windows**

- Windows are in fair condition
  - It should be noted that the windows cannot be opened and the west side windows are covered with plastic to reduce draft

## **Recommendations**

- Contract with a Mold Assessor
  - The Town is doing this
- Recommendations for stopping water to enter the crawl space
- Recommendations to replace the floor joist, flooring, and subfloor
- Specifics on how to accomplish these tasks

## **Preliminary Construction Budget**

- Preliminary Estimate of \$300,000 for the Renovation Project

Prepared by Torben Aabo 8 February 2022

Don Schermerhorn read the following letter:

### **Charlton Community Center Renovation Committee 2022**

#### **Purpose**

To assess the condition of the existing structure, explore options for renovation/repair/replacement as a means to meet present and possible future opportunities for the Charlton Community Center.

#### **Scope**

- Acquire Town Board approval to establish the Charlton Community Center Renovation Committee (CCRC)
- Evaluate the results of Structural Inspection Report, Lead and Asbestos Report, Mold Assessment Report, and other Community Center available information
  - Prepare summaries of the three reports and present recommendations to the Town Board
- Define the current and future use of the Community Center
- Explore options/alternatives to accomplish desired uses
- Create Requests for Proposals (RFP's) reflecting the written report results and obtain proposals
- Evaluate the proposals and prepare recommendations for the Town Board to approve and act on

**VOLUNTEERS – PROPOSED CCRC MEMBERS**

TORBEN AABO, PAUL BORISENKO, STACY FANTAUZZI,  
THOMAS KELLY, JASON NEMEC, DON SCHERMERHORN  
ROGER SHISLER, JAMES SEVINSKY, ROBIN SEVINSKY  
JENNA SMITH, JOSEPH VOLPE, MARTY WILSON  
**TOWN BOARD LIASON:** COUNCILMAN DAVID ROBBINS

**VOLUNTEER TALENTS**

*HISTORICAL PRESERVATION/RESTORATION  
HISTORICAL DISTRICT COMMISSION, HISTORICAL SOCIETY  
GRANT WRITING/FUND RAISING  
ENVIRONMENT LAW, ENVIRONMENTAL PRESERVATION  
SENIOR CITIZENS/LEADERS  
BUILDING CODES/ENFORCEMENT  
FIRE/SAFETY PROTECTION  
RESEARCH  
CONSTRUCTION PROJECT MANAGEMENT*

Supervisor Grasso thanked Mr. Aabo and Mr. Schermerhorn for help and comments but said he feels that the Board is doing a good job of methodically doing the appropriate investigations at the Community Center so that they have a complete picture of the issues and what the needs and costs would be to correct them. He does not feel that the Town needs a separate committee at this point. He is afraid that a committee would get ahead of the Board. Councilman Robbins said that he was not thinking of an actual committee as are the ones set up in the organizational resolution each year, but rather a sub-committee. Further conversation ensued, and the Supervisor said that the Board would take things into consideration.

**MOTION #69**

**Motion to adjourn the meeting**

Motion by Councilman Glavin  
Seconded by Councilman Tasse

**BY MOTION** the Town Board adjourned the meeting at 9:30 p.m.

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

Respectfully submitted,

Brenda Mills  
Town Clerk