

**Town of Charlton
Saratoga County
Public Hearing and Town Board Meeting**

March 13, 2023

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

Absent: Councilman Glavin

Also present: Town Clerk Brenda Mills, Attorney Craig.

The Public Hearing regarding entering into a water agreement with the Town of Glenville was held at the Charlton Town Hall and called to order by Supervisor Grasso at 7:37 p.m.

Town Clerk Mills read the following Legal Notice and confirmed that it was published in the official newspaper, The Daily Gazette on Wednesday, March 1, 2023:

NOTICE OF PUBLIC HEARING

Town of Charlton
Saratoga County, NY

PUBLIC NOTICE IS HEREBY GIVEN, that the Town Board of the Town of Charlton proposes to enter into a water agreement with the Town of Glenville for a 10-year term beginning April 1, 2023 until March 31, 2033 and will hold a public hearing regarding such matter, on March 13, 2023 at 7:30 p.m. at Town Hall, 758 Charlton Road, Charlton, New York. All interested persons are invited to attend and be heard.

BY ORDER OF THE TOWN BOARD
OF THE TOWN OF CHARLTON

Brenda Mills, Town Clerk
February 28, 2023

Supervisor Grasso said that the Town of Glenville has supplied potable water to the Charlton District #1 since the 1960s. Supervisor Grasso reviewed the following details of the agreement: Town of Glenville agrees to sell potable water to the Town of Charlton not to exceed 750,000 gallons per day and a minimum of 14 million gallons per year. Charlton's average usage is about 110,000 gallons per day and about 41 million gallons per year so we are well within the contractual requirements. The Town of Glenville has a plentiful supply of water that comes from the Great Flats Aquifer. It is great quality water and the only treatment that they have to provide is chlorination. By the time the water travels all the way to the Town of Charlton pipes, it is necessary for Charlton to add additional chlorination. The Town installed a new chlorination system last year. The amount that we pay Glenville is consistent with our previous agreements and water tax levies are shared equally with Glenville residents and are based on the ratio of assessed valuation. The rate for usage is equivalent to what residential water customers in Glenville pay. If their rates go up, so do ours and if they go down, so do ours. Currently the cost of water is \$2.35 per thousand gallons. The Town of Glenville charges a \$1,200 hook-up fee for any new customer hooking into the water supply which is part of this agreement. The agreement is for 10 years beginning April 1, 2023 and expires March 31, 2033. The agreement also states that if either party is unable to reach an agreement at the end of the 10-year term, the agreement will automatically renew on a yearly basis.

The floor was opened for public comment:

Suzanne Voigt, resident, said that she heard that there was going to be tearing up of a lot of lawns for new piping. Supervisor Grasso said that there is no impending construction or laying of new pipes scheduled.

No one else chose to speak.

MOTION #89

Motion to close public hearing

Motion by Councilman Tasse

Seconded by Councilman Robbins

BY MOTION the Town Board closed the public hearing at 7:47 p.m.

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

The Board continued with the regular scheduled Town Board meeting.

The Pledge of Allegiance was recited.

APPROVAL OF MINUTES

MOTION #90

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 February 27, 2023.

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

PRIVILEGE OF THE FLOOR FOR AGENDA ITEMS

No one chose to speak.

TOWN CLERK'S REPORT

The Town Clerk's office took in \$429.50 for the month of February. \$343.66 was paid to the Supervisor's office, and \$85.84 was paid to other Governmental agencies.

SUPERVISORS REPORT

Over the past month, the total cash account balance total has increased \$146,479.94.

Par through January is 17%.

General Fund

Revenues are at 13% of budget.

Expenses are at 18% of budget.

No mortgage receipts yet, distributed twice a year. No landfill revenue sharing yet, distributed once a year. There are three bonds for the construction of the town hall. One of those was paid off in January. The other two mature later this year. By the end of the year the Town Hall construction bonds will be fully paid off.

Highway Fund

Revenues are at 13% of budget.

Expenses are at 15% of budget.

No CHIPS funding yet, distributed in second half of the year.

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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 February, 2023:

DATED: March 8, 2023

SUPERVISOR

	Balance 01/31/2023	Increases	Decreases	Balance 02/28/2023
A GENERAL FUND - TOWNWIDE				
CASH - CHECKING	1,113,637.81	0.00	0.00	1,113,637.81
PETTY CASH	900.00	0.00	0.00	900.00
Park Fees Reserve	49,234.96	7.55	0.00	49,242.51
TOTAL	1,163,772.77	7.55	0.00	1,163,780.32
DA HIGHWAY FUND				
CASH - CHECKING	337,205.96	0.00	0.00	337,205.96
TOTAL	337,205.96	0.00	0.00	337,205.96
F WATER #1 FUND				
CASH - CHECKING	209,154.95	159,940.30	7,451.31	361,643.94
CASH, SPECIAL RESERVES	207,280.00	31.80	0.00	207,311.80
TOTAL	416,434.95	159,972.10	7,451.31	568,955.74
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	27,304.54	0.00	215.30	27,089.24
TOTAL	27,304.54	0.00	215.30	27,089.24
TA TRUST & AGENCY				
CASH - CHECKING	9,581.29	65,965.03	71,798.13	3,748.19
TOTAL	9,581.29	65,965.03	71,798.13	3,748.19
TOTAL ALL FUNDS	1,954,299.51	225,944.68	79,464.74	2,100,779.45

ANNOUNCEMENTS

Supervisor Grasso said that he has an upcoming speaking engagement at the annual Town Update to the Charlton Seniors on March 22nd at 9:30 a.m. at the Charlton Community Center.

COMMUNICATIONS

Supervisor Grasso said that he received an email from Lita Eskin on behalf of the Harmony Hall Community Center. She stated that the Hall is in need of a new furnace and replacement of their side entrance, and asked if the Town had or knew of any grant money to help pay for these items. Supervisor Grasso said that the Town does not have a legal interest in the Hall, so it is not a building that the Town would be required to provide upkeep for. The Hall is non-profit and an important building in Charlton. Town Clerk Mills said that the Eskins published the Charlton Directory for many years, and used the money from advertisements as income for the Hall. Due to the unfortunate passing of Howie Eskin, there will not be any further directories done unless they can find people to take on the project. The cumbersome part of the directory is getting/renewing the advertisements.

TOWN UPDATES

BHBL SUMMER REC

Andy Haluska, Director of the BHBL Summer Recreation program gave a short presentation to the Board. Mr. Haluska said that he is already planning the program for Summer 2023. In 2022, the program was capped at 260 participants, and they had 260 participants. 31% of the children were from Charlton. Grades 1 – 7 can participate in the 4-week program that runs 8:30 am until 2:30 pm from Monday through Friday. For 2023, the cap has been increased to 280 children. The program is held at Charlton Heights Elementary, and for 2022 and 2023 swimming will be done at the Charlton School for Girls. The program hires 30 high school students are counselors, 3 bus drivers for 24 pick-up locations, and 5 lifeguards. There is an 8:1 ratio of children to counselors and Mr. Haluska said that the counselors have been doing a great job with the children. He is planning to add some STEM and cooking activities this year. He said that the prices of everything related to the program keep going up, especially the insurance costs.

Mr. Haluska thanked Supervisor Grasso for helping him to secure a grant in 2022 from Saratoga County. He thanked the Board for their continued monetary contribution to the program.

Councilman St. John asked Mr. Haluska how much the program budget is and how many participants applied for the program last year? A: \$84,000.00 budget. 330-350 children applied in 2022.

Councilman Tasse asked how much their insurance increased? Mr. Haluska was unaware of the percentage but said that he is shopping insurance with 3 different carriers.

CHARLTON COMMUNITY CENTER

Supervisor Grasso said that the Board recently received the grant paperwork. Our consultant, Doug Ranaletto is going through the paperwork. There are many legal requirements as far as grant administration. The Board was waiting for the paperwork to find out the timeframe for expending the \$540,000 of grant funds. The expenditure deadline is 2031. Supervisor Grasso said that they will be working diligently on the project and plan to spend the grant money in the next 2-3 years. Ambient, the company that did the mold study for the Town is helping the Board to obtain 3 quotes for the remediation of the mold.

BUILDING & ZONING ANNUAL REPORT:

In 2022, 102 building permits were issued, of which 22 were for permanent structures, 19 for septic repair, 6 for solar systems. The total permit value was \$5,134,548.00. Building fees collected was \$12,366.17 and Zoning fees were \$1,085.00. Total Co/CC's issued was 83.

COUNTY UPDATES

Saratoga County Animal Shelter has large number of dogs (36) available for adoption.

The County did adopt the Local Law for Real Property Tax Exemptions for volunteer firefighters and volunteer ambulance workers. Supervisor Grasso provided answers to previously asked questions. He confirmed that the law pertains to active members only, and he also confirmed that the exemptions do not apply to special district taxes.

Saratoga County has an Economic Development grant program in which \$7,100 has been earmarked for each Town in the County. The Board needs to decide what Town project they will apply for. The application deadline is April 15th.

Update regarding County EMS Response metrics on Ballston Lake Emergency Squad:
Supervisor Grasso said that the metrics that the County uses to measure the performance of an Emergency Squad is the number of mutual aid calls. The target is no more than 5% of calls and Ballston Lake is now below that.

Mike Siiss from Ballston Lake EMS said that they restructured the way that they operated on November 1st. They used money from their reserves to hire an additional crew that works 9am to 9pm, as they have learned that the majority of calls occur between 8am and 10pm. In November they were able to answer 100 % of calls. Now their calls only go to mutual aid calls in neither crew is available. With the addition of the 2nd crew, BLEMS is able to assist neighboring areas with the mutual aid calls.

COUNCILMAN REPORTS

Councilman Tasse – Technology – The Councilman has worked with Enable to complete the Cyber Security Survey. The survey will be forwarded to the Town's insurance carrier.

Town of Ballston Library - Jenn Richards gave the following report:
We are in the process of finalizing the update of our charter. We recently held Small Town Big Reads at the Charlton Community Center. There were over 500 participants in our mini golf event at the library. Bill Bechtel has been added to the library's Board of Trustees.

Councilman Robbins - Party in the Park – the first planning meeting has been rescheduled for Tuesday, March 21st at 7:00pm at the Town Hall. Volunteers are needed for the event and welcome to attend the meeting.

Highway:

1. Updated/installed all lights at the garage to LED lighting
2. Cutting dead tree limbs on Dawson Road
3. Continue cutting back tree limbs on Western Ave
4. Mixing sand salt
5. Had a tree taken down on Vines Road
6. New truck 11 installed safety lights / Headache rack and the radio
7. Patching pot holes
8. Truck maintenance (greased all trucks and plows)
9. Plowing and sanding roads
10. Pushed snow banks back at the town hall
11. Cutting trees and limbs back on Old Route 67
12. Truck # 11 removed the flatbed to sell the truck
13. Dig Safe locations were 9

Councilman Robbins said that the Board had previously discussed replacing one or both boilers at the Town Hall. After talking with our HVAC people, the decision was made to replace both boilers now, as neither boiler has been functioning well or have much life left in them.

Water: Supervisor Grasso said that based on feedback from the Board, the Town Engineer has issued a 2nd draft of the Water Study which looks at a possible second connection to our water supply. The Supervisor feels that a final draft will be ready to make available to the public in a couple of weeks.

Councilman St. John:

Constables – In February , there were 3,404 miles traveled, 30 patrols, 22 complaints, 19 911 calls and 6 accident/8 EMT/Fire calls responded to, and 32 tickets were issued (7 on Route 67).

Dog Control – In February, there were 2 dogs seized and returned to owner.

MOTIONS, RESOLUTIONS AND PROCLAMATIONS

RESOLUTION #91

RESOLUTION AUTHORIZING THE TOWN SUPERVISOR TO SIGN THE FY 2023 COMMUNITY PROJECT FUNDING GRANT AGREEMENT NO. B-23-CP-NY-1168 AND ANY OTHER SUPPORTING DOCUMENTATION ASSOCIATED WITH THE COMMUNITY CENTER REHABILITATION PROJECT GRANT

Motion by Councilman Robbins
Seconded by Councilman Tasse

Roll Call: Councilman Glavin: Absent, 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. 91

March 13, 2023

RESOLUTION AUTHORIZING THE TOWN SUPERVISOR TO SIGN THE FY 2023 COMMUNITY PROJECT FUNDING GRANT AGREEMENT NO. B-23-CP-NY-1168 AND ANY OTHER SUPPORTING DOCUMENTATION ASSOCIATED WITH THE COMMUNITY CENTER REHABILITATION PROJECT GRANT

WHEREAS, the Town Board applied for and was awarded a grant from the U.S. Department of Housing and Urban Development for the rehabilitation of the Town's historic Community Center based on the Consolidated Appropriations Act of 2023, requiring no local fund matching; and

WHEREAS, the U.S Department of Housing and Urban Development has granted the application as Grant Number B-23-CP-NY-1168, in the amount of \$540,000.00, and requires the Town enter into certain agreements, sign various documents, and follow certain requirements and conditions as part of the grant funding.

NOW, THEREFORE, BE IT RESOLVED, the Town Board hereby authorizes the Town Supervisor to sign the Grant Award Letter accepting said grant, to obtain and execute the necessary paperwork with the U.S. Department of Housing and Urban Development, and do all that is necessary and required in order to obtain said grant monies and move forward with the use of such on the Community Center Rehabilitation Project.

Moved by Councilman Robbins

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

Seconded by Councilman Tasse

The resolution was duly adopted on March 13, 2023.

Brenda Mills, Town Clerk

RESOLUTION #92

RESOLUTION TO ORDER POSTED ROADS IN THE TOWN OF CHARLTON WITH A FOUR TON GROSS WEIGHT LIMIT ON A TEMPORARY BASIS

Motion by Councilman Tasse

Seconded by Councilman St. John

Roll Call: Councilman Glavin: Absent, 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. 92

March 13, 2023

**RESOLUTION TO ORDER POSTED ROADS IN THE TOWN OF CHARLTON
WITH A FOUR TON GROSS WEIGHT LIMIT ON A TEMPORARY BASIS**

WHEREAS, the Town Board has been advised by the Town of Charlton Superintendent of Highways that he intends to post certain roads with a four-ton limitation, effective immediately; and

WHEREAS, the Town Board desires to assist the Highway Superintendent in the enforcement of this posting limitation and as authorized by New York State Vehicle and Traffic Law §1660, subsection 11; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby affirms and authorizes, pursuant to §1660(11) of the New York State Vehicle and Traffic Law the direction and order of the Superintendent of Highways of the Town of Charlton that all Town roads as posted will be temporarily limited to any and all vehicles having no more than a gross weight of four tons; and it is further

RESOLVED, that this restriction and limitation shall take effect as of the date of this Resolution and such restriction shall become effective upon posting of such highways by the Superintendent of Highways or his designee; and it is further

RESOLVED, that such limitation shall continue in effect until such time as conditions permit the withdrawing of the order; and it is further

RESOLVED, that notice is hereby given that any person or persons violating this order shall be subject to enforcement as provided in §1800 of the New York State Vehicle and Traffic Law.

Moved by Councilman Tasse

Voting: Councilman Glavin Absent

Councilman Robbins Aye

Seconded by Councilman St. John

Councilman St. John Aye

Councilman Tasse Aye

Supervisor Grasso Aye

The resolution was duly adopted on March 13, 2023.

Brenda Mills, Town Clerk

RESOLUTION #93

RESOLUTION AUTHORIZING THE PURCHASE OF TWO BURNHAM BOILERS FROM F.W. WEBB COMPANY FOR TOWN HALL

Motion by Councilman Robbins

Seconded by Councilman Tasse

Discussion: Councilman St. John said that the Town has really bad luck because the 2 original boilers did not last long. He asked if there is anything that the Town can do to ensure that the new boilers will last longer. Supervisor Grasso said that is something that he was concerned about, but in talking to the HVAC people, he did not feel that the scope of the boilers was inappropriate. Most contractors feel that the boilers have just used up their life. Councilman Robbins said that at the time of installation, the original boilers were near the tail end of being new but not quite obsolete. There have been control issues which are hard to get computer/control board parts for that are compatible. Councilman St. John said that it seems like the new paradigm is \$22,000 for boilers every 10 years. Attorney Craig said that he recently did a lot of research on boilers because he has a boiler in his home from the 1940s. He said that the simple truth is that currently they do not make boilers to last more than 10 to 15 years.

Roll Call: Councilman Glavin: Absent, 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. 93

March 13, 2023

**RESOLUTION AUTHORIZING THE PURCHASE OF TWO BURNHAM
BOILERS FROM F.W. WEBB COMPANY FOR TOWN HALL**

WHEREAS, the Town Board had been made aware of the deteriorating condition and obsolete status of the boilers in Town Hall, and determined it to be in the best interests of the Town to purchase two new Burnham Boilers for the Town Hall in order to properly heat and maintain the building; and

WHEREAS, the Town, pursuant to its' Procurement Policy, solicited quotes for such equipment; and

WHEREAS, the Town received a quote from F.W. Webb Company, located at 17 Erie Boulevard, Albany, New York, 12204-2589, in the amount of \$18,130.88, for two boilers, which meets all of the Town's criteria and specifications for said equipment; and

WHEREAS, the Town Board believes F.W. Webb Company to be the best choice from whom to purchase said boilers, at the most reasonable cost and best value and expense to the Town, and supplied within a time frame deemed acceptable.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Charlton authorizes the expenditure of the sum of \$18,130.88, plus incidental costs, in order to procure, pay for and obtain two Burnham ALP399CF 399k BTU 94% Thermal Efficiency Hot Water Direct Vent Gas Boilers from F.W. Webb Company, of 17 Erie Boulevard, Albany, New York, as referenced and 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.

Moved by Councilman Robbins

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

Seconded by Councilman Tasse

The resolution was duly adopted on March 13, 2023.

Brenda Mills, Town Clerk

RESOLUTION #94

RESOLUTION TO HIRE ECKERT MECHANICAL, LLC TO INSTALL TWO NEW BOILERS IN TOWN HALL

Motion by Councilman Robbins

Seconded by Councilman Tasse

Roll Call: Councilman Glavin: Absent, 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. 94
March 13, 2023**

**RESOLUTION TO HIRE ECKERT MECHANICAL, LLC
TO INSTALL TWO NEW BOILERS IN TOWN HALL**

WHEREAS, the Town Board has determined it to be in the best interests of the Town to replace the current boilers at Town Hall and install two new boilers in order to properly heat and maintain the building; and

WHEREAS, the Town, pursuant to its' Procurement Policy, solicited bids and proposals for the installation of said boilers and work associated therewith; and

WHEREAS, the Town has received a quote and estimate from Eckert Mechanical, LLC, located at 1062 Central Avenue, Albany, New York, 12205, in the amount of \$22,676.00, to perform said work, which meets all of the Town's criteria and specifications for said project, including waiving the request for a deposit, and with a completion date determined by and acceptable to the Town Supervisor; and

WHEREAS, the Town Board believes Eckert Mechanical, LLC, to be the best choice to perform the work, at the most 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, Eckert Mechanical, LLC, of 1062 Central Avenue, Albany, New York, to install two new Burnham boilers at Town Hall, at a cost of \$22,676.00, plus other minor incidental costs, if any, all as set forth on the attached proposal, to be completed within a time period and date acceptable and as agreed to with the Town Supervisor, and subject to providing proof of proper 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 to effectuate same.

Moved by Councilman Robbins

Voting: Councilman Glavin Absent

Councilman Robbins Aye

Seconded by Councilman Tasse

Councilman St. John Aye

Councilman Tasse Aye

Supervisor Grasso Aye

The resolution was duly adopted on March 13, 2023.

Brenda Mills, Town Clerk

ABSTRACT OF CLAIMS

MOTION #95

Approval of Abstract of Claims

Motion by Councilman Robbins

Seconded by Councilman Tasse

BY MOTION, the Town Board approved the processing of Abstract 105, voucher numbers 133 - 166 in the amount of \$62,559.07 which was audited by Town Board members.

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

PRIVILEGE OF THE FLOOR

Robin Sevinsky, resident, asked if the Board had any history of the Harmony Hall. She feels that it is an important building and part of Charlton. Councilman Robbins said that he does not, but he is sure that he could get it from Lita Eskin. Mrs. Sevinsky suggested that a Go Fund Me page be set up to raise money for the Hall's furnace. She said that she uses the Charlton Directory every week and finds it very useful. She asked if she could get a copy of the 2022 Building Department report. She asked if once the top 3 architects are chosen for the Community Center project, would the Board share the information with the Community Center Committee. Supervisor Grasso said not before the RFP.

Supervisor Grasso said that it was important to get the language for the Community Center grant. It establishes the soft costs. The Town can now begin disbursing grant funds for the consulting costs, but can not use grant funds for construction costs until after the environmental review is done.

Josie Jackson, resident, said that she likes the Town Board agenda and thanked the Town Board for their hard work. She asked if the Planning Board could put together an agenda like this and have it blasted. A: The Planning Board does do an agenda that is posted to the website.

Robin Sevinsky asked about ZBA agendas and said that she never knows when there is going to be a ZBA meeting. She also said that the Charlton Girls School will be speaking at the next Planning Board meeting on March 20th to tell of their future plans. She invited anyone interested to come.

Bob Killeen, resident, said that America is a throw-away society. Boilers are not made like they used to be. Hopefully the Town will get 10 years out of the new boilers.

Mr. Killeen said that the ECC will be hosting roadside clean-up on April 22nd from 9am until noon. There will be refreshments provided. They will also do a free tree seedling give away from 12-1pm that day. The seedlings this year include: blue spruce, Norway spruce, paper birch, red maple, forsythia and flowering dogwood.

MOTION #96

Motion to adjourn the meeting

Motion by Councilman Tasse

Seconded by Councilman Robbins

BY MOTION the Town Board adjourned the meeting at 9:10 p.m.

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

Respectfully submitted,

Brenda Mills
Town Clerk