

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

**June 27, 2022**

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

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

Also present: Town Clerk Brenda Mills, Attorney Jim Craig.

**APPROVAL OF MINUTES**

**MOTION #117**

**Approval of Minutes**

Motion by Councilman Robbins

Seconded by Councilman Glavin

**BY MOTION** the Town Board approved the minutes of the Town Board Meeting on June 13, 2022.

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

**ANNOUNCEMENTS**

Town offices will be closed on the 4<sup>th</sup> of July.

The New York State primary elections are June 28<sup>th</sup> from 6 a.m. until 9 p.m.

**COMMUNICATIONS**

Supervisor Grasso said that the Board has received the March financial report. (copy on next page).

We are half way through the year and revenues and expenditures are tracking according to budget. Fines and levies are only at 25%. Sales Tax revenues are strong and above budget, and seem to be trending higher.

The Highway fund is allotted \$900,000.00 of the Sales Tax received, and the General fund receives the balance. This year the General Fund budgeted amount is \$600,000.00 and currently we are at \$345,000.00.

The Sales Tax revenues for 2022 are 11.42% higher than at this point in 2021. June of 2022 is 21.43% higher than June of 2021.

**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 March, 2022:

DATED: June 27, 2022

		SUPERVISOR		
	Balance 02/28/2022	Increases	Decreases	Balance 03/31/2022
<b>A GENERAL FUND - TOWNWIDE</b>				
CASH - CHECKING	507,169.73	94,081.02	109,669.38	491,581.37
CASH - SAVING	151,886.00	20.39	48,979.27	102,927.12
PETTY CASH	800.00	0.00	0.00	800.00
Park Fees Reserve	49,151.33	0.00	0.00	49,151.33
<b>TOTAL</b>	<b>709,007.06</b>	<b>94,101.41</b>	<b>158,648.65</b>	<b>644,459.82</b>
<b>DA HIGHWAY FUND</b>				
CASH - CHECKING	520,842.80	116,737.89	78,204.76	559,375.93
CASH - SAVINGS	-86,567.41	0.00	36,751.30	-123,318.71
<b>TOTAL</b>	<b>434,275.39</b>	<b>116,737.89</b>	<b>114,956.06</b>	<b>436,057.22</b>
<b>F WATER #1 FUND</b>				
CASH - CHECKING	77,043.76	6,508.65	13,773.38	69,779.03
CASH - SAVINGS	176,793.74	0.00	6,508.65	170,285.09
CASH, SPECIAL RESERVES	207,075.93	5.28	0.00	207,081.21
<b>TOTAL</b>	<b>460,913.43</b>	<b>6,513.93</b>	<b>20,282.03</b>	<b>447,145.33</b>
<b>H CAPITAL PROJECTS</b>				
	0.00	0.00	0.00	0.00
SAVINGS	206,038.15	0.00	0.00	206,038.15
<b>TOTAL</b>	<b>206,038.15</b>	<b>0.00</b>	<b>0.00</b>	<b>206,038.15</b>
<b>SW WATER #2 FUND</b>				
CASH - CHECKING	-188.08	310.50	310.50	-188.08
CASH - SAVINGS	27,939.42	0.00	310.50	27,628.92
<b>TOTAL</b>	<b>27,751.34</b>	<b>310.50</b>	<b>621.00</b>	<b>27,440.84</b>
<b>TA TRUST &amp; AGENCY</b>				
CASH - CHECKING	17,821.00	92,549.72	69,448.49	40,922.23
<b>TOTAL</b>	<b>17,821.00</b>	<b>92,549.72</b>	<b>69,448.49</b>	<b>40,922.23</b>
<b>TOTAL ALL FUNDS</b>	<b>1,855,806.37</b>	<b>310,213.45</b>	<b>363,956.23</b>	<b>1,802,063.59</b>

Supervisor Grasso said that the Board would like to appoint members to the Community Center Advisory Board. The Supervisor gave an overview of the history of the Community Center which was built by the Knights of Pythias in 1891, and later used by the Town as a Town Hall until 2009. The building is in need of restoration and repairs. The Town has submitted a grant application which Congressman Tonko is supporting which if received will be used towards the restoration. The grant money would need to be expended in a 12 month period. Supervisor Grasso said that the work would probably be done in stages. The Supervisor confirmed that this is a restoration and preservation project, not a redesign.

Councilman Robbins said that the Community Center Advisory Committee will have 2 sub committees. One group will primarily focus on fund raising and the other group will focus on the nuts and bolts of the architecture and design. He would like to have a separate webpage for the project and feels that this would be the best way to communicate about the project. Councilman Robbins said that they may look into contacting the Preservation League. Supervisor Grasso confirmed that the building is not on the National Register of Historic Buildings.

Torben Aabo said that he and Paul Borisenko met with the Clifton Park Historian who has completed a restoration project and the Historian strongly recommended that the Town have a primary contractor selected for this project.

Councilman St. John asked how the Chairperson was chosen for the Committee and asked if attendance will be taken at the meetings. He said that if the members are going to be appointed each year, it would be important to him to make sure that members are participating.

Supervisor Grasso said that he asked Jenna Smith to be the Chairperson because of her interest and ability. Attorney Craig said that typically with Town Committees, the Chairperson is selected by the Supervisor. Also, not every Board member is automatically a committee member. They need to be appointed to the committee.

Supervisor Grasso said that he will work on the charter and expectations for the committee.

## **MOTIONS, RESOLUTIONS AND PROCLAMATIONS**

### **RESOLUTION #118**

### **RESOLUTION TO APPOINT A COMMUNITY CENTER ADVISORY COMMITTEE FOR THE TOWN OF CHARLTON**

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. 118, June 27, 2022**

### **RESOLUTION TO APPOINT A COMMUNITY CENTER ADVISORY COMMITTEE FOR THE TOWN OF CHARLTON**

**WHEREAS**, the Town Supervisor appoints members to various committees at the Town Organizational Meeting, and throughout the year when needed; and

**WHEREAS**, the Town of Charlton is desirous of creating a Community Center Advisory Committee for the purposes of assessing, reviewing and providing recommendations as to needed and necessary repairs and upgrades to the Town's historic Community Center building; and

**WHEREAS**, the Town Supervisor and Town Board are continually looking for and considering others who have the proper knowledge, experience and expertise to place on these Committees to help aid in the collective knowledge and recommendations the Committee provides to the Town Board, and thus the Town Board may from time to time appoint qualified individuals to add to the Committees, add to subcommittees, or to fill vacancies as they see fit; and

**WHEREAS**, the individuals listed below and on the attached sheet possess the experience, knowledge, and abilities the Board seeks of those needed for the Committee, and have expressed an interest in and are willing to accept the position as a Member of the Community Center Advisory Committee for the Town of Charlton.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board hereby ratifies and authorizes the Supervisors' approval of individuals from both inside and outside the Town Board to the Community Center Advisory Committee; and be it further

**RESOLVED**, the Town Supervisor hereby appoints, and the Board ratifies the appointment of the following individuals to the Community Center Advisory Committee:

1. Jenna Smith, Chairperson;
2. Torben Aabo;
3. Don Schermerhorn;
4. James Sevinsky;
5. Robin Sevinsky;
6. Thomas Kelly;
7. Jason Nemec;
8. Joseph Volpe;
9. Marty Wilson;
10. Roger Shisler;
11. Stacey Fantauzzi;
12. Paul Borisenko

for the Town of Charlton, which appointment will take effect and shall be effective June 27, 2022, and end on December 31, 2022, with the positions thereafter determined and filled by the Town Supervisor and Town Board at the Town Organizational meeting each January; and it is further

**RESOLVED**, that the positions shall be unpaid and subject at all time to the discretion of the Town Supervisor and Town Board.

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 June 27, 2022.

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Brenda Mills, Town Clerk

**RESOLUTION #119**

**RESOLUTION TO SET A PUBLIC HEARING REGARDING THE EXPENDITURE OF FUNDS FROM THE TOWN OF CHARLTON PARKS REPAIR RESERVE FUND TO PAY FOR SURVEY WORK AT MILL POND PARK AND TO PAY FOR A KUBOTA ZERO TURN MOWER**

Motion by Councilman St. John

Seconded by Councilman Tasse

Discussion: Councilman Glavin asked if there always has to be a public hearing to expend parks money and if there was a minimum amount required. Supervisor Grasso said that there needs to be a public hearing for any amount of expenditure from a Reserve fund, and this is how the previous Board set up the fund.

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. 119**

**June 27, 2022**

**RESOLUTION TO SET A PUBLIC HEARING REGARDING THE EXPENDITURE OF FUNDS FROM THE TOWN OF CHARLTON PARKS REPAIR RESERVE FUND TO PAY FOR SURVEY WORK AT MILL POND PARK AND TO PAY FOR A KUBOTA ZERO TURN MOWER**

**WHEREAS**, on September 9, 2013, the Town Board established a Repair Reserve Fund to be known as the “Parks Repair Reserve Fund of the Town of Charlton”, used to finance the costs of maintaining the land, equipment and structures in Town parks; and

**WHEREAS**, pursuant to Section 6-d of the General Municipal Law of New York State, the Town Board is required to publish in the official newspaper of the Town of Charlton, namely, the Daily Gazette, a notice stating in substance that the Town Board proposes to appropriate sums from the Town of Charlton Parks Repair Reserve Fund in this case to be used to pay Environmental Design Partnership (“EDP”) for the survey work done at Mill Pond Park, and to purchase a Kubota ZD1211 zero turn mower, with some of the cost of the survey to be reimbursed to the Town from the County pursuant to the County trails grant award program; and

**WHEREAS**, the Town Board is required to and desires to set and hold a public hearing with respect to the expenditure of such funds from the Reserve Fund aforementioned.

**NOW, THEREFORE, BE IT RESOLVED**, that a public hearing will be held by the Town Board with respect to the expenditure of sums from the Town of Charlton Parks Repair Reserve Fund to pay Environmental Design Partnership (“EDP”) for survey work completed at Mill Pond Park, in the amount of \$17,482.50, and to purchase a Kubota zero turn mower in the amount of \$15,175.72; said hearing to take place at 7:30 p.m., on July 11, 2022, at the Town Hall, at 758 Charlton Road, Charlton, New York, and

**BE IT FURTHER RESOLVED**, that the Town Clerk is hereby authorized and directed to cause public notice of said hearing to be published and given as provided by law.

MOTION BY: Councilman St. John

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

SECONDED BY: Councilman Tasse

The resolution was duly adopted on June 27, 2022.

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Brenda Mills, Town Clerk

### **ABSTRACT OF CLAIMS**

#### **MOTION #120**

##### **Approval of Abstract of Claims**

Motion by Councilman Tasse

Seconded by Councilman Robbins

**BY MOTION**, the Town Board approved the processing of Abstract 112, voucher numbers 338-364 in the amount of \$69,361.29 which was audited by Town Board members.

Vote: All Ayes, No Nays. CARRIED

### **PRIVILEGE OF THE FLOOR**

Dave Pohl said that the Library was holding a big event in the park tonight and possibly additional porta-potties should be brought in for big events.

Councilman Robbins said that Charlton Seniors have asked to have a 2<sup>nd</sup> concert this summer. An additional concert will be held on September 16<sup>th</sup> and the Town and the Seniors will each pay \$300 for the cost of the band.

#### **MOTION #121**

##### **Motion to adjourn the meeting**

Motion by Councilman Glavin

Seconded by Councilman Tasse

**BY MOTION** the Town Board adjourned the meeting at 8:37 p.m.

Vote: All Ayes, No Nays. CARRIED

Respectfully submitted,

Brenda Mills  
Town Clerk