

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

**July 13, 2020**

The Regular Meeting of the Town Board of the Town of Charlton, Saratoga County, New York was held at the Charlton Town Hall, 758 Charlton Rd, Charlton, NY and called to order by Supervisor Grattidge at 7:30 p.m.

Supervisor Grattidge led the pledge of Allegiance.

Roll Call: Councilman Grasso, Councilwoman Heritage, Councilman Ranaletto, Councilman Robbins, Supervisor Grattidge.

Also in attendance: Town Clerk Brenda Mills, Attorney Craig.

**APPROVAL OF MINUTES**

**RESOLUTION #115**

**Approval of Minutes**

Motion by Councilman Ranaletto  
Seconded by Councilman Grasso

BE IT RESOLVED that the Town Board has approved the minutes of the Town Board Meeting on June 8, 2020.

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

**TOWN CLERK'S REPORT**

The Town Clerk's office took in \$791.77 for the month of June. \$569.47 was paid to the Supervisor's Office as revenue, and \$222.30 to other Governmental agencies.

**RESOLUTION #116**

**Acceptance of the Town Clerk's Report**

Motion by Councilman Grasso  
Seconded by Councilwoman Heritage

BE IT RESOLVED that the Town Board has accepted the Town Clerk's report as read.

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

**SUPERVISORS REPORT**

For the month of June: The Town Hall reopened to the public June 17<sup>th</sup>. The Town Board conducted one monthly meetings using Zoom Video. I attended a number of County Meetings in June using masks and social distancing. I met with DOT and MJ Engineering and the Wm J Keller to discuss the Peaceable St Bridge Project. The new completion date is now Sept. 30<sup>th</sup>.

The Supervisor confirmed that the Board received the monthly financial report and Key Bank Custodial report.

(See monthly report on next page)

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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 June, 2020:

(DATED: July 2, 2020)

SUPERVISOR

	Balance 05/31/2020	Increases	Decreases	Balance 06/30/2020
<b>A GENERAL FUND - TOWNWIDE</b>				
CASH - CHECKING	27,650.73	76,982.60	76,982.60	27,650.73
CASH - SAVINGS	236,278.58	7,956.71	76,982.60	167,252.69
PETTY CASH	600.00	0.00	0.00	600.00
Park Fees Reserve	48,112.11	5.77	0.00	48,117.88
<b>TOTAL</b>	<b>312,639.42</b>	<b>84,944.71</b>	<b>153,965.20</b>	<b>244,618.93</b>
<b>DA HIGHWAY FUND</b>				
CASH - CHECKING	301.40	47,499.91	47,499.91	301.40
CASH - SAVINGS	71,459.13	74,239.52	47,499.91	98,199.14
CASH - SPECIAL RESERVE	15,506.18	1.93	0.00	15,508.11
<b>TOTAL</b>	<b>87,266.71</b>	<b>121,739.36</b>	<b>94,999.82</b>	<b>114,006.25</b>
<b>F WATER #1 FUND</b>				
CASH - CHECKING	33.54	101,610.94	101,610.94	33.54
CASH - SAVINGS	245,704.27	20.83	101,610.94	144,114.16
CASH - SPECIAL RESERVE	202,321.96	0.41	0.00	202,322.37
<b>TOTAL</b>	<b>568,359.77</b>	<b>101,631.18</b>	<b>203,221.88</b>	<b>466,769.07</b>
<b>EW WATER #2 FUND</b>				
CASH - CHECKING	0.00	122.82	122.82	0.00
CASH - SAVINGS	20,615.01	2.00	122.82	20,494.19
<b>TOTAL</b>	<b>20,615.01</b>	<b>124.82</b>	<b>245.64</b>	<b>20,494.19</b>
<b>TA TRUST &amp; AGENCY</b>				
CASH - CHECKING	9,457.49	40,047.95	40,047.95	9,457.49
<b>TOTAL</b>	<b>9,457.49</b>	<b>40,047.95</b>	<b>40,047.95</b>	<b>9,457.49</b>
<b>H CAPITAL PROJECTS</b>				
CASH - CHECKING	132,250.00	0.00	0.00	132,250.00
SAVINGS	-106,100.00	0.00	0.00	-106,100.00
<b>TOTAL</b>	<b>26,150.00</b>	<b>0.00</b>	<b>0.00</b>	<b>26,150.00</b>
<b>TOTAL ALL FUNDS</b>	<b>1,023,109.19</b>	<b>248,504.90</b>	<b>492,496.49</b>	<b>779,117.60</b>

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## **ANNOUNCEMENTS**

The Sales Tax for the month of June was \$73,854.00 which is considerably down from the previous June.

## **COMMUNICATIONS**

The Town has received a report from New York State Ag & Markets regarding the inspection of the Saratoga County Animal Shelter. The inspection was listed as satisfactory.

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

Highway – Superintendent Heritage gave the following report for the month of June:

1. Cook Road prepping for paving
2. Newman Road prepping for paving
3. Mowing road sides
4. Mowing town lawns
5. Cleaned up downed trees from storms
6. Installed a driveway culvert on Western Ave
7. Ditching on Maple Ave
8. Truck maintenance
9. Trucks ready for paving
10. Sent trucks to help Providence pave
11. Trimmed trees on Newman Road
12. Paved Cook Road
13. Paved Newman Road
14. Hauled gravel
15. Thanks to Galway, Greenfield, Town of Ballston, County DPW, Town of Malta, Town of Halfmoon for their help with our paving
16. Patching pot holes
17. 811 locations was 56

Councilman Robbins thanked Mike Stanley from Saratoga County Office of Emergency Services for his assistance with getting information out to residents.

Building & Zoning – In June there were 11 Building Permits issued, 1 search was conducted, \$2,109.59 in fees were collected, 4 CCs were issued, and the total closed permit value was \$95,000.00.

Planning Board – Councilman Grasso said that the Planning Board has received an application for a proposed one lot subdivision to carve out a 7 acre lot on the Ellms farm on Charlton Road. They will be reviewing at a pre-application conference on July 20th.

The Town has received an application for a commercial scale solar project. The applicant is US Light Energy and is being proposed on the Holbrook farm on corner of Jockey Street and Route 67. Councilman Grasso said that the applicant wanted to present the project at tonight's meeting, but Councilman Grasso discussed it with them and thought that it would be best for the Town Board to get counsel from the Town Attorney and the Planning Board Attorney to discuss what steps might be required for the Town to consider it. Councilman Grasso said that based on his interpretation this is not a permitted use per our Town Zoning. This type of use has been informally discussed for the past 5 years, at least with him, and he is not in support of this type of application and that may be one of the reasons that it is not included in our Zoning. Nonetheless, once we get an application, we have a responsibility to give them due process. We just have to figure out what that process might be. Councilman Grasso said that he will take on the responsibility of working with the Attorneys to do the screening and then he will report back to the Town Board.

Councilman Grasso said that he feels that the Town Hall pressure washing and the painting came out very well, and even though it is a tight budget time, he feels it needed to be done.

Water – Councilman Grasso said that one pump had a problem with a seal so Superintendent Flynn took the pump out of operation to repair it. It has now been repaired and we are back to operating with two pumps. Last week we instituted a ban on all outdoor watering, and now with the both pumps back in operation, we expect to go back to odd/even outdoor watering, which we had instituted before we had a problem with the pump. To put water usage in context, our Town averages about 100,000 gallons a day throughout the course of a year. A few weeks ago when Glenville started having supply problems, we were pulling about 250,000 gallons per day from Glenville. When we went to the odd/even usage, we got that down to about 200,000 gallons a day. It does create a noticeable decrease by doing odd/even usage. We appreciate everyone doing their part during the restriction times. We will probably stay with the odd/even usage until we can be sure that the pumps are working correctly and that the supply issue is resolved with Glenville.

Councilman Grasso said that they have received bids for the pump house addition for the chlorination system that the Department of Health is requiring by the end of September. The Town Engineer solicited bids from 5 companies, and 3 bids were received. The low bidder was Relyea & Sons. Their bid was for \$31,550 for the addition, and they also quoted a price to install the chlorination equipment at a price of \$3,000.00. The chlorination equipment will be purchased direct from our vendor, who has quoted a price of \$11,300.99 for the equipment. If we decide to go through with the entire project, Councilman Grasso recommended an additional \$3,000 as a contingency budget for any incidentals that might come up during the construction and installation. That would bring the total cost of the project is \$48,850.99 which is within the budget that we have been planning for. We have the money in the budget to cover the expense and he recommends that we do the complete project all at once to save time and money. Supervisor Grattidge said that he agrees that we should just do it all at once. A resolution will be voted on tonight for the project.

Constables – In June, there were 29 patrols, 15 complaints, 5 911 calls, and 4 EMT calls responded to. Over 3,000 miles were traveled, and 21 tickets were issued (11 issued on Route 67). Councilwoman Heritage said that the speed wagon was set up on Crooked Street from June 16<sup>th</sup> until June 24<sup>th</sup>. The results of the speed report showed that 3,839 vehicles traveled Crooked Street during that time with a minimum speed of 20mph, the maximum speed of 48, and the average speed was 30.12.

Dog Control – In June, there were 8 calls received, 3 expired licenses followed up on and 2 dogs returned to owners.

Supervisor Grattidge said that there have been problems with the elevator. The Town Clerk said that the repairman has been here 3 times in the past month. When he came on 6/24, he did not leave a report. When he came on July 10<sup>th</sup> he told the Clerk that he thought that it was the same problem. The repairmen said that he found a loose wire which might be the problem, and if not he is going to suggest that the motor be replaced which would be a very costly problem. The Clerk said that he spoke of amperage problems, 3 phases, and them being out of balance. Supervisor Grattidge said that sounds like an electrical problem, not a motor problem. The Board asked that Clerk to get the phone number for the repairman so that they can call him and get a report of the diagnostics. Councilman Grasso said that it is worth a second opinion if necessary because of the scope of the possible repair.

Councilman Grasso confirmed that Kristel Plumbing will be replacing 2 of the toilets in Town Hall. The cost of the full replacement is only \$40 more per toilet than replacing the pressure system in the old toilets. Supervisor Grattidge noted that the front men's room sink does not drain quickly.

## **MOTIONS, RESOLUTIONS, AND AUTHORIZATIONS**

### **RESOLUTION #117**

#### **A RESOLUTION TO HIRE CONTRACTOR FOR THE CONSTRUCTION OF THE ADDITION TO THE STAGE ROAD PUMP STATION AND INSTALLATION OF CHLORINATION EQUIPMENT**

Motion by Councilman Grasso

Seconded by Councilman Ranaletto

Roll Call: Councilman Grasso: Aye, Councilwoman Heritage: Aye, Councilman Ranaletto: Aye, Councilman Robbins: Aye, Supervisor Grattidge: Aye. **CARRIED**

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

**RESOLUTION NO. 117  
July 13, 2020**

**RESOLUTION TO HIRE CONTRACTOR FOR THE CONSTRUCTION  
OF THE ADDITION TO THE STAGE ROAD PUMP STATION AND INSTALLATION OF  
CHLORINATION EQUIPMENT**

**WHEREAS**, the Town Board has previously determined it to be in the best interests of the Town and its' water district's residents to have chlorination equipment installed at the Stage Road Water Pump Station as recommended by the New York State Department of Health; and

**WHEREAS**, the Town Board had requested that the Town Engineer prepare a Request for Proposals (RFP) outlining the construction of the building addition, as well as installation of chlorination equipment, and requesting bids from qualified companies for the services and equipment to be provided; and

**WHEREAS**, the Town, pursuant to its Procurement Policy, solicited bids and proposals for such work and equipment; and

**WHEREAS**, the Town has received a quote and estimate from Relyea & Sons, of 434 Saratoga Road, Glenville, New York, 12302, in the amount of \$34,550.00, which consists of \$31,550.00 for building the addition and \$3,000.00 for the installation of the chlorination equipment, along with a quote attached thereto from JEM, of 228 Spring Avenue, Troy, New York, 12180, for the Town's direct purchase of chlorination equipment, in the amount of \$11,300.99, which together meet all of the Town's criteria and specifications for said project; and

**WHEREAS**, the Town Engineer has reviewed the proposals and by letters dated July 6, 2020 and July 10, 2020, copies of which are attached hereto, recommended to the Town Board that it awards the work to Relyea & Sons, with the equipment to be purchased by the Town directly from JEM; and

**WHEREAS**, the Town Board believes Relyea & Sons and JEM to be the best choice to perform the work, and supply the equipment, 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 hereby awards to, and hires, Relyea & Sons, to construct a pump station addition and install chlorination equipment, located at the water pump station on Stage Road, in the Town of Charlton, at a cost of \$34,550.00, plus other minor incidental costs, if any, not to exceed \$3,000.00, and purchase the needed and necessary equipment from JEM, at an additional cost of \$11,300.99, with an approximate date for commencement and substantial completion as mutually agreed to by the parties in the contract or a separate writing, and subject to providing proper insurance coverage and whatever other requirements as are necessary and needed in the opinion of the Town Board and the Town Engineer; 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 Grasso

Voting: Councilman Grasso	Aye
Councilwoman Heritage	Aye
Councilman Robbins	Aye
Councilman Ranaletto	Aye
Supervisor Grattidge	Aye

Seconded by Councilman Ranaletto

The resolution was duly adopted on July 13, 2020.

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Brenda Mills, Town Clerk

### **ABSTRACT OF CLAIMS**

#### **RESOLUTION #118**

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

Motion by Councilman Ranaletto

Seconded by Councilman Grasso

The Town Board members audited Abstract #112, voucher numbers 374 - 412 in the amount of \$39,465.44, and Abstract #113, voucher numbers 413 - 453 in the amount of \$163,432.06, and Abstract #13, voucher number 1301-1304 in the amount of \$96,470.56 and Abstract #14, voucher number 1401 in the amount of \$357.50.

Roll Call: Councilman Grasso: Aye, Councilwoman Heritage: Aye, Councilman Ranaletto: Aye, Councilman Robbins: Aye, Supervisor Grattidge: Aye. **CARRIED**

### **PRIVILEGE OF THE FLOOR**

Suzanne Voigt, resident asked about the dates for the cell tower and the bridge project. She also stated that Harmony Hall is not doing well financially. There has been talk of a fundraiser. She also heard that the Eskins will not be doing the Charlton directory this year.

#### **RESOLUTION #119**

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

Motion by Councilman Grasso

Seconded by Councilwoman Heritage

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

The meeting adjourned at 8:03 p.m.

Respectfully submitted,

Brenda Mills  
Town Clerk