

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

November 27, 2017

The Agenda 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 7:32 p.m. to set the agenda for the December 11th meeting.

Present: Councilman Grasso, Councilman Heritage, Councilman Hodgkins, Councilman Ranaletto, Supervisor Grattidge, Town Clerk Brenda Mills, Attorney Van Vranken.

RESOLUTION #184

Abstract of Claims

Motion by Councilman Hodgkins
Seconded by Councilman Heritage

BE IT RESOLVED that the Town Board has approved the payment of bills as presented in **Abstract #122**, voucher numbers 567 - 581, in the amount of \$11,002.62.

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

RESOLUTION #185

Approval of Minutes

Motion by Councilman Grasso
Seconded by Councilman Hodgkins

BE IT RESOLVED that the Town Board has approved the Town Board Minutes from the November 13, 2017 meeting.

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

ANNOUNCEMENTS

The Town Board will hold a workshop to work on the 2018 Organizational Resolution on Monday December 4th at 7 p.m. in the 2nd floor conference room.

COMMUNICATION

The Sales Tax for the month was \$108,312.00 and the Mortgage Tax was \$10,448.50. The second semi-annual mortgage tax distribution has been received. The Board received the Key Bank Custodian statement.

Supervisor Grattidge said that the Town Engineer retested water samples from southern Charlton near the Alplaus and the water samples came back normal. Test results a few weeks earlier were not normal, however the Engineer felt that the test was faulty, and the new results showed that the first results were an anomaly. The water testing is part of the Storm Water Management Program and is not related to the Town's drinking water.

The County Emergency Services has notified the Town that New York State Homeland Security and Emergency Services has training opportunities for Town Officials. Supervisor Grattidge said that he plans to attend the January 11th training at the Town of Ballston for Emergency Management Certification and Training: Tier 3. He encouraged any other officials that might be interested to look into this and other training classes being offered.

Spectrum has notified the Town that any monitors that are hooked up for regular television will not work after February 6th, 2018 without a cable box. They are switching over to 100% digital and this requires a box. The notice was sent for the Community Center, however, the Town does not have cable service at this location.

The Town has received the HEAP guidelines for the 2017-2018 winter season. The information has been posted on the bulletin board and the Town website.

Supervisor Grattidge said that the Board has been working on a grant application to purchase a new truck for the Highway Department next year. The truck will be a 2018 Western Star 4700 Single Axle Dump Truck with Viking plow equipment. A resolution is needed to accompany the grant application that shows the Town Board support of the purchase and agreement to use Town money. The truck will cost \$160,000.00 and the grant money would reimburse the Town \$100,000 of the total cost.

RESOLUTION #186

A RESOLUTION AUTHORIZING THE TOWN SUPERVISOR OR HIS DESIGNEE TO COMPLETE REQUIRED DOCUMENTATION IN ORDER FOR THE TOWN OF CHARLTON TO BE AWARDED A STATE AND MUNICIPAL FACILITIES PROGRAM (SAM) GRANT FOR PROJECT ID #9474 IN THE AMOUNT OF \$100,000.00 FOR THE PURCHASE OF A NEW PLOW TRUCK FOR THE TOWN HIGHWAY DEPARTMENT, THE ESTIMATED TOTAL COST OF WHICH IS \$160,000.00

Motion by Councilman Grasso

Seconded by Councilman Heritage

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

TOWN OF CHARLTON
COUNTY OF SARATOGA
STATE OF NEW YORK

RESOLUTION NO. 186

November 27, 2017

A RESOLUTION AUTHORIZING THE TOWN SUPERVISOR OR HIS DESIGNEE TO COMPLETE REQUIRED DOCUMENTATION IN ORDER FOR THE TOWN OF CHARLTON TO BE AWARDED A STATE AND MUNICIPAL FACILITIES PROGRAM (SAM) GRANT FOR PROJECT ID #9474 IN THE AMOUNT OF \$100,000.00 FOR THE PURCHASE OF A NEW PLOW TRUCK FOR THE TOWN HIGHWAY DEPARTMENT, THE ESTIMATED TOTAL COST OF WHICH IS \$160,000.00

WHEREAS, the Town Supervisor has received a letter from the Dormitory Authority State of New York, hereafter "DASNY", dated November 6, 2017 advising that the State has awarded to the Town of Charlton a State and Municipal Facilities Program (SAM) grant for the purchase of a vehicle and equipment as described as Project ID #9474, said vehicle and equipment being a 2018 Western Star 4700 Single-Axle Dump Truck with Viking plow and sander equipment and in the amount of \$100,000.00 (the "Grant"), and

WHEREAS, DASNY will be undertaking a number of reviews regarding the Town of Charlton and as outlined in the aforementioned November 6, 2017 communication, and

WHEREAS, the Town of Charlton must complete a Project Information Sheet for the SAM grant, being composed of four sections as set forth in the Project Information Sheet, and return this information within 30 calendar days of the receipt of the DASNY letter or advise DASNY when the requested and required information is anticipated to be returned, and

WHEREAS, the Supervisor or the Supervisor’s designee will be the Authorized Officer who can bind the Town of Charlton (“Grantee”) to the contract, and

WHEREAS, the Authorized Officer shall complete all documentation including a Grantee Certification; Project Certification; W-9 Form, including the Town’s Employee Identification Number (EIN) and the legal name of the Town of Charlton; Grantee Questionnaire; evidence of site control; financial documentation necessary to justify the overall project value and completion of State Environmental Quality Review Act (SEQRA) documentation in coordination with the Environmental Manager for the DASNY Office of Environmental Affairs (OEA), and

WHEREAS, the Authorized Officer shall submit the required information, together with the DASNY provided prototype transmittal letter, and

WHEREAS, the Town Board hereby commits to a total expenditure of \$160,000.00 for the truck purchase subject of this resolution, with \$60,000.00 to be provided from funds to be available in the Town of Charlton 2018 budget.

NOW THEREFORE, BE IT RESOLVED, that the Town of Charlton Town Board hereby authorizes the Town Supervisor or his designee to complete all required documentation as set forth in this resolution and submit such documentation to the DASNY Grants Administration Office, Albany, New York.

Moved by Councilman Grasso

Voting: Councilman Grasso Aye

Seconded by Councilman Heritage

Councilman Heritage Aye

Councilman Hodgkins Aye

Councilman Ranaletto Aye

Supervisor Grattidge 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: November 27, 2017

Brenda Mills, Town Clerk

Councilman Heritage said that the Parks Committee has received a bid for the foot path at the Gideon Hawley Park gazebo. For 2018, they are planning to have an Eagle Scout project done to create a new footbridge in Elmer Smith Park, purchase new picnic tables for Elmer Smith Park, and have signs made for Mill Pond Park.

Supervisor Grattidge said that Constables have received a quote from Gil’s Garage for \$1,750.00 for framework on one of the police cars. The Constables were hoping to purchase a new police car, however, the Board felt that it was best to hold off on the purchase of a new car and approved the repair work.

RESOLUTION #187

AUTHORIZE THE CHARLTON POLICE TO PROCEED WITH REPAIR WORK AS QUOTED BY GIL'S GARAGE

Motion by Councilman Ranaletto
Seconded by Councilman Heritage

BE IT RESOLVED that the Town Board hereby authorizes the Charlton Constables to proceed with framework repairs to the police car as quoted by Gil's Garage at a cost of \$1,750.00.

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

Supervisor Grattidge said that they have been contacted by the developers of the Pine Hollow subdivision. The Town is holding money in escrow regarding the roads. They have asked the Town Engineer for an inspection, and they are working with the Highway Superintendent and the Town Attorney to ask for a release of a portion of the letter of credit. They would like a release of $\frac{3}{4}$ of the money, and the balance would be held until the final topcoat is applied to the subdivision roads. Supervisor Grattidge said that the Town accepted the roads last December, so next month will make it a year. He will get letters of sign-off from the Town Engineer, Highway Superintendent and the Water Superintendent stating that everything is working properly. Supervisor Grattidge said that the agreement says that all construction must be done before the final topcoat is applied and the release of the balance of escrow funds. There are several lots left in Pine Hollow to be built.

Supervisor Grattidge noted that Deer Run has a similar situation with 5 lots left to build.

Councilman Heritage said that the Charlton Seniors have taken on the leadership of the Tree Lighting & Caroling on December 2nd at 5p.m. in the Gazebo. He thanked the Seniors for taking the lead and for their follow through. They have shown much excitement for the event.

The December Agenda Meeting will be held on Wednesday December 27th because of the Christmas holidays.

Attorney Van Vranken said that the ZBA will be meeting on December 12th and they have 2 cases to hear.

Supervisor Grattidge will ask the Account Clerk to prepare budget transfers prior to year end.

PRIVILEGE OF THE FLOOR

Suzanne Voigt asked the Board when the original water samples were taken. Councilman Grasso said there were a couple of weeks in between. The test is done every year, so there is a baseline to compare to.

RESOLUTION # 188

Motion to adjourn meeting

Motion by Councilman Hodgkins
Seconded by Councilman Ranaletto

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

The meeting adjourned at 8:03 p.m.

Respectfully submitted,

Brenda Mills
Town Clerk