

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

May 14, 2018

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.

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

APPROVAL OF MINUTES

RESOLUTION #99

Approval of Minutes

Motion by Councilman Ranaletto

Seconded by Councilwoman Heritage

BE IT RESOLVED that the Town Board has approved the minutes of the Town Board Agenda Meeting on April 23, 2018.

Vote: All Ayes, No Nays. CARRIED

PRIVILEGE OF THE FLOOR FOR AGENDA ITEMS

No one chose to speak.

ABSTRACT OF CLAIMS

RESOLUTION #100

Approval of Abstract of Claims

Motion by Councilman Grasso

Seconded by Councilwoman Heritage

BE IT RESOLVED that the Town Board has approved the payment of bills as presented in Abstract No. 109, voucher numbers 284 – 330 in the amount of \$50,447.56.

Vote: All Ayes, No Nays. CARRIED

TOWN CLERK'S REPORT

The Town Clerk's office took in \$1,050.00 for the month of April. \$787.79 was paid to the Supervisor's office, and \$252.21 was paid to other Governmental agencies.

RESOLUTION #87

Acceptance of the Town Clerk's Report

Motion by Councilwoman Heritage

Seconded by Councilman Grasso

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

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

SUPERVISORS REPORT

For the month of April, I attended 5 Town meetings and 7 County meetings.
Some of the highlights of the month:

- Attended normal Town and County meetings
- Attended the Town Workshop on Workplace Violence Prevention, Active Shooter Training and Deferred Compensation Program
- We hosted the Charlton Historical Society showing the making of the Great Sacandaga Lake, over 100 residents attended.
- Met on Cook Road with Spectrum Communication Engineer for extension of line.
- Met with a NYMIR inspector and the Highway Superintendent

Supervisor Grattidge said that the NYMIR Insurance Inspector had a list of suggestions of things that the Town could look at to possibly address. He said that an old Local Law regarding notice of claim needs to be updated.

Supervisor Grattidge said that a week ago, a powerful storm went through Charlton which took down trees and power lines. He thanked the local Fire Departments for their work during the storm and clean-up. The pump house roof was severely damaged by a fallen tree, as well as the back-up generator at the pump house. The Supervisor thanked the Water Superintendent and Highway Superintendent, whom he said spent the night at the pump house addressing the damage.

The Sales Tax received for the month of April was \$108,229.00.

(see financial report on next page)

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 April, 2018:

DATED: May 2, 2018

SUPERVISOR

	Balance 03/31/2018	Increases	Decreases	Balance 04/30/2018
A GENERAL FUND - TOWNWIDE				
CASH - CHECKING	13,723.06	60,553.15	59,455.80	14,820.41
CASH - SAVING	206,196.98	62,799.54	59,455.80	209,540.72
PETTY CASH	600.00	0.00	0.00	600.00
Park Fees Reserve	41,484.08	3.10	0.00	41,487.18
TOTAL	262,004.12	123,355.79	118,911.60	266,448.31
DA HIGHWAY FUND				
CASH - CHECKING	150.00	29,526.41	29,479.16	197.25
CASH - SAVINGS	-22,959.57	87,413.97	29,479.16	34,975.24
CASH, SPECIAL RESERVE	15,490.68	0.00	0.00	15,490.68
TOTAL	-7,318.89	116,940.38	58,958.32	50,663.17
F WATER #1 FUND				
CASH - CHECKING	33.54	5,335.08	5,335.08	33.54
CASH - SAVINGS	365,555.89	17,369.48	5,335.08	377,590.29
WATER SERIAL BOND	34,348.24	2.82	0.00	34,351.06
CASH, SPECIAL RESERVES	121,383.12	4.99	0.00	121,388.11
TOTAL	521,320.79	22,712.37	10,670.16	533,363.00
SW WATER #2 FUND				
CASH - CHECKING	0.00	122.52	122.52	0.00
CASH - SAVINGS	27,858.73	2.07	122.52	27,738.28
TOTAL	27,858.73	124.59	245.04	27,738.28
TA TRUST & AGENCY				
CASH - CHECKING	9,257.46	34,564.36	34,714.36	9,107.46
TOTAL	9,257.46	34,564.36	34,714.36	9,107.46
H CAPITAL PROJECTS				
	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00
TOTAL ALL FUNDS	813,122.21	297,697.49	223,499.48	887,320.22

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ANNOUNCEMENTSWater reading cards are due by May 25th. Cards received after this date as assessed an \$85 late fee.

The Town offices will be closed Monday, May 28th to observe Memorial Day. The Town Board Agenda Meeting will be held Tuesday, May 29th at 7:30p.m.

The Charlton Historical Society and the Veterans Memorial Committee will host a Memorial Day Service at the Gideon Hawley Park at 2pm on Memorial Day.

Donations for Party in the Park and the fireworks are being accepted at the Town Clerk's office.

COMMUNICATIONS

The Town has received notification from NYS ORPTS that the equalization rate for 2018 is 67%.

The Board has received a letter from a resident concerned about the safety at the intersection of Crane Street and Dawson Road. The Highway Superintendent will address this in his report tonight.

DEPARTMENT, COMMITTEE & COUNCILMAN REPORTS

Zoning – The new zoning software is online and functional now. Mr. Borisenko likes the software and says that there are more capabilities which will help streamline functions in the future. There is a possibility to complete the zoning application online and submit it electronically.

ZBA – They are working on a request for a front yard setback for a ground mounted solar array.

Town of Ballston Library - Colleen Smith reported that the Library had a small flood on May 6th from a burst pipe. A few books were damaged. They will be hosting Earth Day, yoga, and bullet journaling classes. Annual reports are available at the Town Clerks office.

BHBL Summer Rec – Councilman Ranaletto met with Andrew Haluska, Program Director, and he is currently working on the budget and ways to increase attendance this year. He hopes to host 175 kids this summer.

Constables – In April, there were 28 patrols, 9 complaints, 3 911 calls, 1 accident & 8 EMT calls responded to. 2,024 miles were traveled, and 60 tickets were issued (19 issued on Route 67). The speed wagon is working and currently on Charlton Road.

Dog Control – In April, there were 13 calls, 4 expired licenses followed up on, 3 dogs were seized and returned to owners, and 2 court appearance ticket issued.

Parks – The Committee met last week. Dave Pohl did a walkthrough of Elmer Smith Park and no damage was found from the recent storm. Work is continuing on the sidewalk at Gideon Hawley Park. Sand may need to be placed around the playground equipment in Elmer Smith Park. Painting was completed on the warming hut, and it looks very nice. The Committee will check and make sure that the fountain and electrical outlets in the park are working. Marshall Heritage said that last month they tilled up the baselines and built up the pitcher's mound in the ball field in Elmer Smith Park. Dave Pohl will call to get the portable johns delivered. Carry in, carry out signs need to be put up in the park.

Party in the Park – Mark Hodgkins is still overseeing the arrangements for the event. Everything appears to be on track.

Planning Board – The Board will meet next week and deliberate on 3 applications; a 2 lot subdivision on Packer Road, a 4 lot subdivision that just received a variance on Vines Road, and a 2 lot subdivision on Peaceable Street.

Councilman Grasso said that he has manually been doing financial forecasting for the Town, but has learned that Williamson, the provider of the Town's Accounting software, has a program that does the same forecasting. He thinks that it would be a good idea to look into the software as it would work in conjunction with the current software and financial information.

ECC – Supervisor Grattidge said that the Roadside clean-up and tree give away on April 28th were a success.

Highway - Mr. Heritage reported that the BHBL Lacrosse team cleaned 3 roadsides in Charlton. Mr. Heritage introduced Rick Snyder, who has applied for temporary summer employment to mow for the Highway Department. The Board will be voting on the appointment tonight. Mr. Heritage said that the banners for Founders Weekend will be going up next week. He will look for the bunting for the gazebo. He also said that view is obstructed at the intersection of Crane Street and Dawson Road, because of shrubbery on a landowner's property. He plans to talk to the landowner and see if they will allow the Highway Department to trim the shrubs or remove them. The Board discussed the possibility of making the intersection a T intersection. Supervisor Grattidge said that he supports making a T intersection. Councilman Grasso asked the Board members to individually take a look at the intersection, and the Board will discuss the issue further at a later time.

HIGHWAY REPORT FOR MAY 2018

1. Attended the storm water management meeting
2. Attended the Narcan training
3. Finished road sweeping
4. Set up the speed wagon
5. Finished brush pick up
6. Several dig safe locations
7. Removed all snow plow /sandlers equipment from trucks
8. Painted plows
9. Road side clean and tree giveaway
10. Picked up Elmer Smith Park
11. Put out the water fountains in the park
12. Grader graded the two dirt roads and rolled
13. Changed a culvert pipe on Cook Road
14. Finished work on truck # 12 dump box
15. Truck inspections
16. Hauled gravel and stone (item 4) with Greenfield and Galway and the county
17. Brush clean up from the May 4 storm
18. Trimmed hedges at the community center
19. Straightened post and rail fence at the gazebo
20. Picked up trash bags from road side clean up

MOTIONS, RESOLUTIONS, AND AUTHORIZATIONS

RESOLUTION #102

2018 Budget Amendment for Highway – Sale of Equipment

Motion by Councilman Ranaletto

Seconded by Councilwoman Heritage

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

5/14/18

Resolution # 102

Budget Amendment

Be it resolved that the Supervisor is authorized to make the following budget amendments:

For Budget Year 2018 - Highway

Amend 2018 budget to increase revenue account DA2665, Sales of Equipment, in the amount of \$12,632.55.

Amend 2018 budget to increase Machinery - Equipment, expenditure account DA5130.2, in the amount of \$12,632.55.

Moved by: Councilman Ranaletto	Voting: Councilman Grasso	Aye
	Councilwoman Heritage	Aye
	Councilman Ranaletto	Aye
Seconded by: Councilwoman Heritage	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: May 14, 2018

Brenda Mills, Town Clerk

RESOLUTION #103
2018 Budget Amendment – Highway – Severe Winter Storm State Aid

Motion by Councilman Grasso
Seconded by Councilman Ranaletto

Discussion: Councilman Grasso confirmed that the money from this State aid and the sale of equipment will be enough to pay for the recently purchased gradall and mower. No money will need to be taken from the reserve account.

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

5/14/18
Resolution # 103
Budget Amendment

Be it resolved that the Supervisor is authorized to make the following budget amendments:

For Budget Year 2018 - Highway

Amend 2018 budget to increase and recognize the NY Severe Winter Storm State Aid to be recorded in revenue account DA3501, in the amount of \$18,956.06.

Amend 2018 budget to increase Machinery - Equipment, expenditure account DA5130.2, in the amount of \$18,956.06.

Moved by	Councilman Grasso	Voting: Councilman Grasso	Aye
		Councilwoman Heritage	Aye
Seconded by	Councilman Ranaletto	Councilman Ranaletto	Aye
		Supervisor Grattidge	Aye

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Dated: May 14, 2018

Brenda Mills, Town Clerk

RESOLUTION #104
2018 Budget Amendment for Highway – CHIPS, State Aid

Motion by Councilman Ranaletto
Seconded by Councilwoman Heritage

Discussion: Supervisor Grattidge confirmed that the original budget did not include the Pave NY funds. The Town will turn in receipts for expenditures and be reimbursed by the State.

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

5/14/18

Resolution # 104
Budget Amendment

Be it resolved that the Supervisor is authorized to make the following budget amendments:

For Budget Year 2018 - Highway

Amend 2018 budget to increase the CHIPS, State Aid revenue account DA3501, in the amount of \$45,851.56 represented by the below, line amounts:

- CHIPS for 2018 – \$109,184.40 an increase of \$520.40 from budgeted amount
- Pave NY 2018 - \$24,921.42
- Winter Recovery 2018 - \$20,409.74

Amend 2018 budget to increase Road Construction - Equipment, expenditure account DA5112.2, in the amount of \$45,851.56.

Moved by	Councilman Ranaletto	Voting: Councilman Grasso	Aye
		Councilwoman Heritage	Aye
Seconded by	Councilwoman Heritage	Councilman Ranaletto	Aye
		Supervisor Grattidge	Aye

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Dated: May 14, 2018

Brenda Mills, Town Clerk

RESOLUTION #105

Resolution to temporarily appoint David K. Robbins as a member of the Town Board of the Town of Charlton

Motion by Councilman Grasso

Seconded by Councilwoman Heritage

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

TOWN OF CHARLTON
COUNTY OF SARATOGA
STATE OF NEW YORK

RESOLUTION NO. 105

May 14, 2018

A RESOLUTION TO TEMPORARILY APPOINT
DAVID K. ROBBINS AS A MEMBER OF THE TOWN BOARD OF THE
TOWN OF CHARLTON.

WHEREAS, the Town of Charlton has a duly elected Town Board, comprised of five members, four Town Board members and one supervisor, all elected for staggered terms, and

WHEREAS, one of the elected councilmen, Mark Hodgkins, resigned from his office of Town Councilman of the Town of Charlton effective April 30, 2018, leaving an unexpired term which will end on December 31, 2019, and

WHEREAS, pursuant to New York State Town Law Article 4, Section 64(5), whenever a vacancy shall occur or exist in any town office, the town board or a majority of the members thereof may appoint a qualified person to fill the vacancy as set forth in the above-referenced New York State Town Law, and

WHEREAS, David K. Robbins is willing to accept a Town Board appointment to fill that portion of the unexpired term of Mark Hodgkins from May 15, 2018 until December 31, 2018, and

WHEREAS, the Town of Charlton is required to fill the unexpired term of Councilman Mark Hodgkins which will begin January 1, 2019 and terminate December 31, 2019, which replacement election will be processed with the required legal procedures which apply to the filling of individual councilman positions.

NOW BE IT RESOLVED, that the Town Board hereby temporarily appoints David K. Robbins as a councilman of the Town Board of the Town of Charlton, which appointment will take effect May 15, 2018 and terminate December 31, 2018, and

BE IT FURTHER RESOLVED, that the salary for Town Board member David K. Robbins shall be at the rate of \$4,800.00 per year, pro-rated from May 15, 2018 until December 31, 2018.

Moved by	Councilman Grasso	Voting: Councilman Grasso	Aye
		Councilwoman Heritage	Aye
Seconded by	Councilwoman Heritage	Councilman Ranaletto	Aye
		Supervisor Grattidge	Aye

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Dated: May 14, 2018

Brenda Mills, Town Clerk

RESOLUTION #106

Resolution authorizing the appointment of a temporary Highway employee for the Town of Charlton Highway Department

Motion by Councilman Grasso

Seconded by Councilman Ranaletto

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

TOWN OF CHARLTON
COUNTY OF SARATOGA
STATE OF NEW YORK

RESOLUTION NO. 106

May 14, 2018

**A RESOLUTION AUTHORIZING THE APPOINTMENT OF
A TEMPORARY HIGHWAY EMPLOYEE FOR THE
TOWN OF CHARLTON HIGHWAY DEPARTMENT**

WHEREAS, Highway Superintendent Marshall Heritage has requested that he be authorized to appoint a temporary employee commencing May 15, 2018 in order to effectively provide the services required to the residents of the Town of Charlton by the Town’s Highway Department.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby authorizes the Highway Superintendent, Marshall Heritage, to make the appointment of Richard Snyder as a temporary highway employee in order to provide necessary Town services commencing on May 15, 2018 and which temporary appointment shall be paid at the rate of \$14.00 per hour and which temporary appointment shall provide no other benefits to the temporary employee.

BE IT FURTHER RESOLVED, that this temporary appointment shall include no vested rights to this position.

Moved by	Councilman Grasso	Voting: Councilman Grasso	Aye
		Councilwoman Heritage	Aye
Seconded by	Councilman Ranaletto	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: May 14, 2018

Brenda Mills, Town Clerk

RESOLUTION #107

A Resolution authorizing the expenditures for repair and improvement of the Town highways authorized by Section 284 of the New York State Highway Law

Motion by Councilman Ranaletto

Seconded by Councilwoman Heritage

Discussion: Supervisor Grattidge said that for clarification, the Board has amended the budget to add the CHIPS money, they may have to amend this agreement to also add construction projects to the money that was added tonight.

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

TOWN OF CHARLTON
COUNTY OF SARATOGA
STATE OF NEW YORK

RESOLUTION NO. 107

May 14, 2018

A RESOLUTION AUTHORIZING THE EXPENDITURES FOR REPAIR
AND IMPROVEMENT OF TOWN HIGHWAYS AUTHORIZED BY
SECTION 284 OF THE NEW YORK STATE HIGHWAY LAW

WHEREAS, New York State Highway Law Section 284 requires that expenditures for the repair and improvement of Town highways requires that an agreement between the Town Board and the Town Superintendent of Highways be signed, and

WHEREAS, such agreement between the Board and Superintendent shall be in writing, signed in duplicate by a majority of the members of the Town Board and by the Town Superintendent of Highways before the agreement shall take effect, and

WHEREAS, one of the duplicate agreements between the Town Board and Superintendent of Highways shall be filed in the Office of Town Clerk and one duplicate original agreement shall be filed in the Office of the Superintendent of Highways.

NOW THEREFORE BE IT RESOLVED, that the Town Board and Superintendent of Highways shall execute an agreement for the expenditure of highway monies pursuant to Section 284 of the Highway Law, which agreement is attached to this resolution and made a part hereof as if more fully set forth herein, setting forth the expenditures to be set aside in the sum of \$109,184.40 and describing the Town highways on which repair and improvements shall be made during calendar year 2018, and

BE IT FURTHER RESOLVED, that the filing of such agreement shall be made according to the terms of the resolution hereby approved.

Moved by	Councilman Ranaletto	Voting:	Councilman Grasso	Aye
			Councilwoman Heritage	Aye
Seconded by	Councilwoman Heritage		Councilman Ranaletto	Aye
			Supervisor Grattidge	Aye

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Dated: May 14, 2018

Brenda Mills, Town Clerk

PRIVILEGE OF THE FLOOR

Taylor Valenza, Boy Scout, was in attendance tonight as part of this requirement for his Merit Badge.

Davie Robbins, resident, said that he is excited to serve on the Town Board. He is currently working on refurbishing the Veterans Memorial Board in Gideon Hawley Park. He has taken down the eagle and plans to re-stain and weatherproof it. Supervisor Grattidge noted that the eagle was hand carved by a resident, but unfortunately the man has since died, and his name was unknown tonight.

Councilwoman Heritage reminded everyone that the Memorial Day Ceremony in Gideon Hawley Park is at 2pm on May 28th. One name will be added to the board that day. It is a very moving ceremony, and she encouraged everyone to attend.

The meeting adjourned at 8:22p.m.

Respectfully submitted,

Brenda Mills
Town Clerk