

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

November 12, 2019

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, Councilman Ranaletto, Councilman Robbins, Supervisor Grattidge, Town Clerk Brenda Mills, Attorney Craig.

Excused: Councilwoman Heritage

APPROVAL OF MINUTES

RESOLUTION #184

Approval of Minutes

Motion by Councilman Ranaletto

Seconded by Councilman Robbins

BE IT RESOLVED that the Town Board has approved the minutes of the Budget Public Hearing on October 28, 2019.

Vote: 3 Ayes, Grasso Abstained, No Nays. **CARRIED**

RESOLUTION #185

Approval of Minutes

Motion by Councilman Robbins

Seconded by Councilman Ranaletto

BE IT RESOLVED that the Town Board has approved the minutes of the Town Board Meeting on October 28, 2019.

Vote: 3 Ayes, Grasso Abstained, 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 \$907.50 for the month of October. \$614.27 was paid to the Supervisor's office, and \$293.23 was paid to other Governmental agencies.

RESOLUTION #186

Acceptance of the Town Clerk's Report

Motion by Councilman Grasso

Seconded by Councilman Robbins

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 October I attended 4 Town meetings and 6 County meetings.

Some of the highlights of the month:

- Attended normal Town and County meetings
- Held a Workshop and Public Hearing on the 2020 Budget
- Attended the Ballston Lake Ambulance Installation Dinner

Supervisor Grattidge confirmed that the Town Board received the Financial Report for the month, and the Key Bank Custodial Statement.

The Supervisor said he was happy to announce that public WIFI has now been installed in the Town Hall.

Supervisor Grattidge said that three Charlton Veterans attended and were acknowledged at a Salute to Seniors Fall Festival in Milton. Councilwoman Heritage attended the event as well.

Supervisor Grattidge said that he, the Highway Superintendent and the Account Clerk have been working on a 5 year new equipment plan. As part of the plan, they would ask for an authorization tonight to purchase a new wheel loader, of which part of the payment would need to be bonded. The plan would be to order the wheel loader this month, receive it in January and payment would be due in mid March. The next future planned purchases would be a backhoe and then the large tandem trucks. The Supervisor is working with the lending institution to figure out the best way to bond the wheel loader.

(see financial 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 October, 2019:

DATED: November 7, 2019

SUPERVISOR

	Balance 09/30/2019	Increases	Decreases	Balance 10/31/2019
A GENERAL FUND - TOWNWIDE				
CASH - CHECKING	15,772.71	74,703.81	61,702.59	28,773.93
CASH - SAVING	93,767.95	79,493.25	61,702.59	111,558.61
PETTY CASH	500.00	0.00	0.00	500.00
Park Fees Reserve	56,017.42	17.02	13,000.00	43,034.44
TOTAL	166,058.08	154,214.08	136,405.18	183,866.98
DA HIGHWAY FUND				
CASH - CHECKING	197.25	46,780.00	46,780.00	197.25
CASH - SAVINGS	94,823.02	72,348.39	46,780.00	120,391.41
CASH, SPECIAL RESERVE	15,500.35	0.00	0.00	15,500.35
TOTAL	110,520.62	119,128.39	93,560.00	136,089.01
F WATER #1 FUND				
CASH - CHECKING	33.54	19,835.87	19,835.87	33.54
CASH - SAVINGS	321,359.93	972.62	19,835.87	302,496.68
CASH, SPECIAL RESERVES	200,070.72	2.14	0.00	200,072.86
TOTAL	521,464.19	20,810.63	39,671.74	502,603.08
SW WATER #2 FUND				
CASH - CHECKING	0.00	119.74	119.74	0.00
CASH - SAVINGS	27,546.76	10.64	119.74	27,437.66
TOTAL	27,546.76	130.38	239.48	27,437.66
TA TRUST & AGENCY				
CASH - CHECKING	11,377.34	37,238.97	37,248.97	11,367.34
TOTAL	11,377.34	37,238.97	37,248.97	11,367.34
H CAPITAL PROJECTS				
CASH - CHECKING	35,823.00	56,923.00	1,529.00	91,217.00
SAVINGS	-41,217.00	0.00	1,529.00	-42,746.00
TOTAL	-5,394.00	56,923.00	3,058.00	48,471.00
TOTAL ALL FUNDS	831,572.99	388,445.45	310,183.37	909,835.07

DEPARTMENT, COMMITTEE & COUNCILMAN REPORTS

Highway – Report given by Marshall Heritage:

1. Hauled the winter road sand. Thanks to the towns of Ballston, Greenfield and Galway for helping
2. Attended the Superintendents' luncheon
3. Continued to mow the road sides with the arm mower
4. Helped Greenfield and Ballston pave
5. Completed the Dawson road intersection from a "Y" to a tee
6. Thanks to the County for paving the intersection with us
7. Getting the trucks ready for winter
8. We are back on eight hour days
9. Changed a driveway culvert on Crooked Street
10. Had Soil and Water do Hydro seeding
11. Did the fall brush pick up
12. Installed a guardrail on Westline Road and Waite Road intersection. Thanks to the County for installing the posts
13. 811 locations was 24
14. Continue with beaver patrol

The Highway Superintendent said that the official fall brush pick-up was done the week of November 4th, but because of the storm damage to trees on Halloween evening, the Highway Department will be around again to pick up limbs piled roadside. Residents can call the Highway Supervisor to make him aware of additional brush.

Zoning – In October, 7 Building Permits were issued, \$615 in fees were collected, and 3 CCs were issued. The closed permit value was \$17,800.00. The new Assistant Zoning Administrator, Terry Anthony is in training and will become the Town's Zoning Administrator on January 1st when Paul Borisenko retires.

ECC – The Committee met in October to discuss the Verizon application. They have sent their opinion letter to the Town Board.

BHBL Community Library – Colleen Smith gave the following report:

1. The library completed an excavation/drainage project to mitigate issues that contributed to a flood in the library's reading room last winter. The contractor repaired cracks in wall grout, exposed wall drains, and added drainage. The library also repaired the retaining wall that sustained damage from an automobile last winter.
2. The library will close at 2:00 pm on Wednesday, November 27 for the Thanksgiving holiday and remain closed through Saturday, November 30. Normal hours resume on Monday, December 2.
3. The Town of Ballston Tree Lighting Ceremony is on Tuesday, December 3. Festivities include caroling, tree lighting at 6:30 pm, and a visit from Santa at 6:45 pm.

Constables – In October, there were 33 patrols, 20 complaints received, 15 911 calls, 2 accidents, 1 EID & 5 EMT/Fire call responded to. 34 tickets were issued (13 issued on Route 67).

Dog Control – In October, there were 9 calls received, 3 calls were pertaining to other animals, 3 expired licenses followed up on, and 1 dog bite case.

Planning Board – Councilman Grasso said that the Board did meet on October 21st and approved a lot line change for the lands of Bryant/Wilkinson/Duff property on Peaceable Street. There are no pending applications and there will not be a meeting in December.

Councilman Grasso said that the Town Board has continued their review of the cell tower application. They have received opinion letters from the County Planning Board, Town Planning Board, Historic District, ECC, Town Engineer and the Cell Advisory Committee. He thanked everyone for taking the time to review the application and compile their comments. He said he feels that they have received a lot of good objective comments that will assist the Town Board in their review and decision making. The next step is to set a Public Hearing, and there will be a resolution to do that tonight. The suggested date for the Hearing is November 25th at 6:30 p.m. He reminded everyone that they already held a Public Hearing over a year ago, but because it has been a while and the application has been revised, he feels it is a good idea to hold another Public Hearing. He asked that the opinion letters be put on the Town website. The Councilman asked Attorney Brennan about preparing a response to the opinion letters and getting it to the Town Board by next Thursday, so that the Town Board can review it before the Hearing. Councilman Grasso said that he and the Board are

continuing to review the SEQR documentation. They have discussed it being an unlisted action as it does not seem to meet the threshold to trigger the need for an environmental impact statement. The applicant has provided a very thorough full environmental assessment form. There have been some comments from some of the Boards and Committees regarding some content in the EAF, so we are looking to get a revised copy of that. The Councilman recommended that the Town Board withhold making a SEQR determination until after the close of the Public Hearing to make sure that the Board has all of the information in front of them to make their decision on. The one common thing, based on his review, are comments about the aesthetics and the visual impact that would be visible from some areas. He suggested that the applicant do some things to make it look cleaner and less visual clutter. Maybe by the choice of color of the equipment, how the antennas are arranged on top, and keeping the wires within the tower column. He is not in favor of trying to disguise the tower to look like a tree. The Board agreed that they would like the applicant to consider the comments.

Charlton Seniors – Torben Aabo said that the Tree lighting Ceremony will be held on December 8th at 5p.m. at the Gideon Hawley Park gazebo. There will be refreshments, caroling and Santa will be present. The Seniors will have a speaker for the Office of the Aging at their November 13th meeting.

MOTIONS, RESOLUTIONS, AND AUTHORIZATIONS

RESOLUTION # 187

RESOLUTION TO SET A PUBLIC HEARING REGARDING THE TELECOMMUNICATIONS TOWER EXCEPTIONAL USE PERMIT APPLICATION FROM CELLCO PARTNERSHIP d/b/a VERIZON WIRELESS TO PLACE A CELL TOWER AT 764 CHARLTON ROAD

Motion by Councilman Grasso

Seconded by Councilman Robbins

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

TOWN OF CHARLTON COUNTY OF SARATOGA STATE OF NEW YORK

RESOLUTION NO. 187

November 12, 2019

RESOLUTION TO SET A PUBLIC HEARING REGARDING THE TELECOMMUNICATIONS TOWER EXCEPTIONAL USE PERMIT APPLICATION FROM CELLCO PARTNERSHIP d/b/a VERIZON WIRELESS TO PLACE A CELL TOWER AT 764 CHARLTON ROAD

WHEREAS, the Town Board approved a Resolution, dated September 23, 2019, acknowledging receipt of a telecommunications tower exceptional use permit application from Cellco Partnership d/b/a Verizon Wireless; and

WHEREAS, the Town Board accepted primary jurisdiction of the exceptional use permit application as authorized by the Zoning Ordinance of the Town of Charlton; and

WHEREAS, the Town Board, the Charlton Planning Board, the Charlton Zoning Board of Appeals, the Charlton Environmental Conservation Committee, the Charlton Historical District Commission, the Cell Services Advisory Committee, the Saratoga County Planning Board, and the Town Engineer have been provided the documentation presented by the applicant and regarding this matter for review and comment; and

WHEREAS, the Town Engineer has submitted a detailed opinion to the Town Board and the Town Planning Board, the Town Attorney, and the Applicant's Counsel, regarding an analysis of the issues to be considered in the processing of the application for Cellco Partnership d/b/a Verizon Wireless; and

WHEREAS, the Town Board received feed-back and/or comments from each of the above Boards and Committees; and

WHEREAS, the Town Board met with the applicant on several occasions and plans to meet again to review the application, and comments and responses, and the applicant, through its attorney, plans to present written responses to the various comments and concerns made, and supply documentation to support and address same; and

WHEREAS, the Town Board intends to schedule a public hearing with respect to this application, to be held on November 25, 2019 at 6:30 p.m., at the Charlton Town Hall.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby schedules a public hearing on November 25th, 2019, at 6:30 p.m., with respect to the application of Cellco Partnership d/b/a Verizon Wireless, to place a cell tower at 764 Charlton Road, and be it further

RESOLVED, the Town Clerk is directed to post and publish Notice of said Public Hearing as is required by law.

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

The resolution was duly adopted on November 12, 2019.

Brenda Mills, Town Clerk

RESOLUTION # 188

RESOLUTION AUTHORIZING ADOPTION BY THE TOWN BOARD OF THE TOWN OF CHARLTON OF THE TOWN BUDGET FOR THE YEAR 2020

Motion by Councilman Ranaletto

Seconded by Councilman Grasso

Discussion: Councilman Grasso said that there are some noteworthy things to say about the budget. First of all, based on the prudent spending and foresight of previous Town Board to create a fund balance, the Town was able to use that to cover the sizeable Bond payments of the past 5 years. He feels that there were great decisions made years ago, and for the first time in 5 years this Board is projecting a modest increase in the Fund balance. He is confident that through their spending practices over the next few years they will be able to grow that. He thanked the Supervisor for putting together the budget, and he feels that the Board came to good final decisions. He also feels that the staff salary adjustments were appropriate to keep up with cost of living increases and with the lack of salary adjustments made in the past 5 years because of tough times. He appreciates the increased investments in the road paving programs and keeping up with road maintenance, and the increased investment in the Highway equipment capital program. Our level of investment now is in keeping with the life cycle program that we learned in the analysis years ago. It established a certain amount that we should be investing every year to keep up our highway fleet. The budget includes an increased investment in our Police force based on increased hours devoted to road patrols. It includes increased funding for the ambulance services with an expectation that the cost for the ambulance service hopefully should continue to stabilize now that it seems like all of the districts have transitioned to paid staff. He feels that is a prudent budget that spends our taxpayer dollars wisely.

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

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

RESOLUTION NO. 188

November 12, 2019

**RESOLUTION AUTHORIZING ADOPTION BY THE TOWN BOARD
OF THE TOWN OF CHARLTON OF THE TOWN BUDGET
FOR THE YEAR 2020**

WHEREAS, the Supervisor of the Town of Charlton, as Chief Fiscal Officer, in conjunction with the four other members of the Town Board are obligated to prepare and present to the residents of the Town of Charlton an annual budget; and

WHEREAS, the Supervisor and Town Board have reviewed all necessary data with respect to the preparation of a 2020 Town budget, including holding workshops, reviewing current staffing levels of Town employees, and holding a public hearing on October 28, 2019 for the review of the Board's proposed budget for 2020, at which the public was invited and allowed to be heard on the matter; and

WHEREAS, attached to this Resolution is a summary of the Town of Charlton budget for 2020, based on the final analysis and determination by the Town Board of all financial matters affecting the proposed budget; and

WHEREAS, also attached is a listing of all properties affected by the Local Government Exemption Impact Report for fiscal year beginning January 1, 2020 and as required by Real Property Tax Law Section 495 regarding the identification of tax exemptions for properties located within the Town of Charlton.

NOW THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Charlton does hereby officially adopt its final budget for the tax year 2020, a copy of which final budget is attached to this Resolution.

Moved by	Councilman Ranaletto	Voting:	Councilman Grasso	Aye
			Councilman Heritage	Absent
Seconded by	Councilman Grasso		Councilman Robbins	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 12, 2019

Brenda Mills, Town Clerk

RESOLUTION # 189

RESOLUTION AUTHORIZING THE ADOPTION OF THE SARATOGA COUNTY MULTI-JURISDICTIONAL ALL HAZARD MITIGATION PLAN UPDATE

Motion by Councilman Robbins

Seconded by Councilman Grasso

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

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

**RESOLUTION NO. 189
November 12, 2019**

**RESOLUTION AUTHORIZING THE ADOPTION OF THE SARATOGA COUNTY
MULTI-JURISDICTIONAL ALL HAZARD MITIGATION PLAN UPDATE**

WHEREAS, the Federal Disaster Mitigation Act of 2000 (Public Law 106-390) requires state and local governments to prepare hazard mitigation plans in order to remain eligible to receive pre-disaster mitigation funding, and established requirements for pre- and post- disaster hazard mitigation programs; and

WHEREAS, pursuant to Resolution 193-11, the County adopted the current Saratoga County Multi-Jurisdictional Multi-Hazard Mitigation Plan; and

WHEREAS, the County's Office of Emergency Services and Hagerty Consulting, Inc., in consultation with participating Saratoga County municipalities, have prepared a Multi-Jurisdictional All Hazard Mitigation Plan Update for Saratoga County in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS, FEMA and the New York State Division of Homeland Security & Emergency Services have designated the County's Multi-Jurisdictional All Hazard Mitigation Plan Update as Approvable Pending Adoption by all participating jurisdictions; and

WHEREAS, the County and all participating municipalities must now adopt the Saratoga County Multi-Jurisdictional All Hazard Mitigation Plan Update into their own emergency plans in order to become eligible for FEMA Hazard Mitigation Funding for projects that will lessen the adverse effects of a natural disaster; and

WHEREAS, the Town of Charlton with the assistance from the Town Engineer, Environmental Design Partnership, LLP, has gathered information and reviewed the County's Multi-Jurisdictional All Hazard Mitigation Plan Update; and

WHEREAS, the Town of Charlton is a local unit of government that has previously afforded its citizens an opportunity to comment and provide input in the Plan and the actions in the Plan; and

WHEREAS, the Town of Charlton has reviewed the updated Plan and affirms that the said Plan will be reviewed and if necessary, updated no less than every five (5) years.

NOW THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Charlton does hereby adopt the Saratoga County Multi-Jurisdictional All Hazard Mitigation Plan Update.

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

The resolution was duly adopted on November 12, 2019.

Brenda Mills, Town Clerk

RESOLUTION # 190

RESOLUTION TO AUTHORIZE THE HIGHWAY SUPERINTENDENT TO PURCHASE A 2020 JOHN DEERE 624L WHEEL LOADER

Motion by Councilman Grasso

Seconded by Councilman Ranaletto

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

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

**RESOLUTION # 190
November 12, 2019**

**A Resolution to authorize the Highway Superintendent to
purchase a 2020 John Deere 624L Wheel Loader**

BE IT RESOLVED that the Town Board hereby authorizes the Highway Superintendent to purchase a 2020 John Deere 624L Wheel Loader from Nortrax, Inc. at a price of \$184,944, less trade in credit of \$43,000, for a total of **\$141,944**. Cost of the wheel loader will be paid out of the 2020, new machinery budget and partially financed by a bond.

Moved by	Councilman Grasso	Voting:	Councilman Grasso	Aye
			Councilman Heritage	Absent
Seconded by	Councilman Ranaletto		Councilman Robbins	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 12, 2019

Brenda Mills, Town Clerk

ABSTRACT OF CLAIMS

RESOLUTION #191

Approval of Abstract of Claims

Motion by Councilman Ranaletto

Seconded by Councilman Robbins

BE IT RESOLVED that the Town Board audited Abstract #119, voucher numbers 695-726 in the amount of \$80,907.88 and Abstract #22, voucher number 2201 in the amount of \$6475.78.

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

PRIVILEGE OF THE FLOOR

Suzanne Voigt, resident, said that people are not staying on the road when heading south on Crane and turning west on Dawson. She asked for cones on the road. She asked if it would be beneficial for the Town to have procedures for people when there is a power outage, such as how to handle downed power lines.

Torben Aabo, resident, asked if the Fire Department has asked the Town Board about buying the old firehouse building. The additional parking spaces would help the Community Center. Supervisor Grattidge said that they have been asked by the Fire Department, but have not met with them to discuss it.

RESOLUTION #192

Motion to adjourn the meeting

Motion by Councilman Grasso

Seconded by Councilman Robbins

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

The meeting adjourned at 8:17 p.m.

Respectfully submitted,

Brenda Mills
Town Clerk