

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

March 23, 2020

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 Councilman Grasso at 7:56 p.m. to set the agenda for the April 13th meeting.

Present: Councilman Grasso, Councilman Ranaletto, Councilman Robbins.

Excused: Supervisor Grattidge, Councilwoman Heritage, Town Clerk Brenda Mills, Attorney Jim Craig.

**RESOLUTION # 81**

**Approval of Minutes**

Motion by Councilman Ranaletto

Seconded by Councilman Robbins

BE IT RESOLVED that the Town Board hereby approves the minutes from the regular Town Board Meeting on March 9, 2020.

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

**ANNOUNCEMENTS**

Councilman Grasso said that he signed a State of Emergency declaration on March 19, 2020. (document on next page). This declaration gives the Town the authority at a local level to change any policies or procedures that would typically be done through our Organizational Resolution regarding staffing, office hours, how we conduct meetings, etc.. This does not give us the right to change anything that has been adopted or in place at the State, Federal or County level. It is only for the Town level. This gives the Town Board a blanket authority to conduct business without having to meet as a Board and do things through resolutions. The Town Attorney recommended this decision be ratified as a Town Board, and not just one member's decision. Councilman Robbins said that he feels that it is good to have in place, in case anything happens and the virus continues to escalate.

The Town Hall is now closed to the public during business hours. Business should be conducted by phone, email, drop box and appointment only. We have cancelled the meetings of various Boards and Committees until a later date. Town Court closed until May 1<sup>st</sup>. Councilman Grasso said that people are questioning if Party in the Park will be cancelled. He recommended that the Board wait a little while before making the decision.

The training class for Kevin Hart as new Town Justice has been cancelled.

All Charlton Seniors activities, meetings and exercise classes are cancelled until May 1.

**RESOLUTION #82**

**A MOTION TO RATIFY THE TOWN OF CHARLTON STATE OF EMERGENCY DECLARATION**

Motion by Councilman Robbins

Seconded by Councilman Ranaletto

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

**TOWN OF CHARLTON**  
**STATE OF EMERGENCY DECLARATION**

A **State of Emergency** is hereby declared in the Town of Charlton effective March 16, 2020.

This State of Emergency has been declared for the entire Town of Charlton due to the following:

1. Outbreak and spread of COVID-19 virus, accelerating at an alarming pace, with reports of cases in the County of Saratoga increasing each day. In order to protect the Town residents, employees, and the public health and safety, emergency action is necessary to help slow and arrest the rapid spread of this virus, including reducing the opportunity for instances in which individuals come in close contact with one another.

These situations threaten the public safety.

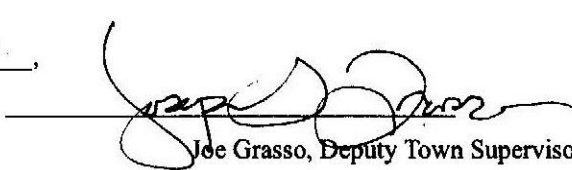
This State of Emergency will remain in effect for thirty (30) days or until rescinded, modified or extended by a subsequent order or resolution.

As the Deputy Town Supervisor of the Town of Charlton, I, JOE GRASSO, exercise the authority given me under Section 24 of the New York State Executive Law, to preserve the public safety and hereby render all required and available assistance vital to the security, well-being, and health of the citizens of this Municipality.

I hereby direct all departments and agencies of the Town of Charlton to take whatever steps necessary to protect life and property, the public infrastructure, and provide such emergency assistance deemed necessary and proper by the Town Board and Town Supervisor.

This declaration may be modified, supplemented, and changed by subsequent orders, declarations and Resolutions.

Dated: March 19,  
2020

  
Joe Grasso, Deputy Town Supervisor

Town of Charlton

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**DISCUSSION**

The Board discussed the Town newsletter and the possibility of delaying it because many of the activities and events listed may be cancelled or delayed. The Board decided to postpone the mailing for a week or two until further decisions are made.

Councilman Grasso said that the Board will need to monitor the Sales Tax revenue being received, as it is anticipated to be lower than expected, due to the Coronavirus.

**MOTIONS, RESOLUTIONS, AND AUTHORIZATIONS**

**RESOLUTION #83**

**A RESOLUTION TO AUTHORIZE THE HIGHWAY SUPERINTENDENT TO PURCHASE A 2004 EAGER BEAVER 20 TON TRAILER**

Motion by Councilman Robbins

Seconded by Councilman Ranaletto

Discussion: Councilman Grasso said that questions may arise as to why there are purchases made during a State of Emergency, but certain things are important to keep operations going.

Vote: All Ayes, No Nays. CARRIED

**03/23/2020**

**Resolution # 83**

**Authorize the Highway Superintendent to Purchase  
a 2004 Eager Beaver 20 Ton Trailer**

BE IT RESOLVED that the Town Board hereby authorizes the Highway Superintendent to purchase one, 2004 Eager Beaver, 20 Ton Trailer at a total price of **\$8,750.00**. Cost of trailer, will be paid out of the 2020, machinery-equipment budget line.

Moved by Councilman Robbins

Seconded by Councilman Ranaletto

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

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: March 23, 2020

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Brenda Mills, Town Clerk

**RESOLUTION #84**

**A RESOLUTION TO AUTHORIZE THE HIGHWAY SUPERINTENDENT TO PURCHASE A 2004 EAGER BEAVER 20 TON TRAILER**

Motion by Councilman Robbins

Seconded by Councilman Ranaletto

Discussion: Councilman Grasso said that this equipment is needed to sweep up the road sand from winter.

Vote: All Ayes, No Nays. CARRIED

**03/23/2020**

**Resolution # 84**

**Authorize the Highway Superintendent to Rent a Skidsteer and  
Pickup Sweeper with the Option to Buy the Sweeper**

BE IT RESOLVED that the Town Board hereby authorizes the Highway Superintendent to rent a Skidsteer with a Pickup Sweeper, with an option to buy the Sweeper, at a total rental of **\$625.00** per week. Cost of the rental, will be paid out of the 2020, machinery-equipment budget line.

Moved by Councilman Robbins

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

Seconded by Councilman Ranaletto

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: March 23, 2020

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Brenda Mills, Town Clerk

### **ABSTRACT OF CLAIMS**

#### **RESOLUTION #85**

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

Motion by Councilman Robbins

Seconded by Councilman Ranaletto

BE IT RESOLVED that the Town Board has approved the payment of bills as presented in Abstract #106, voucher numbers 176 – 214 in the amount of \$41,179.98.

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

#### **RESOLUTION #86**

##### **Motion to adjourn**

Motion by Councilman Robbins

Seconded by Councilman Ranaletto

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

The meeting adjourned at 8:13 p.m.

Respectfully submitted,

Brenda Mills  
Town Clerk