

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

November 14, 2016

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 Gay, Councilman Grasso, Councilman Heritage, Councilman Hodgkins, Supervisor Grattidge, Town Clerk Brenda Mills, Attorney Van Vranken.

APPROVAL OF MINUTES

RESOLUTION #165

Approval of Minutes

Motion by Councilman Gay

Seconded by Councilman Heritage

BE IT RESOLVED that the Town Board has approved the minutes of the Budget Public Hearing on October 24, 2016.

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

RESOLUTION #166

Approval of Minutes

Motion by Councilman Hodgkins

Seconded by Councilman Heritage

BE IT RESOLVED that the Town Board has approved the minutes of the Regular Town Board Meeting on October 24, 2016.

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

PRIVILEGE OF THE FLOOR FOR AGENDA ITEMS

No one chose to speak.

ABSTRACT OF CLAIMS

RESOLUTION #167

Approval of Abstract of Claims

Motion by Councilman Grasso

Seconded by Councilman Hodgkins

BE IT RESOLVED that the Town Board has approved the payment of bills as presented in Abstract No. 121, voucher numbers 612-650 in the amount of \$138,908.41 and Abstract No.11, voucher number 1101 in the amount of \$217.75.

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

TOWN CLERK'S REPORT

The Town Clerk's office took in \$1,159.50 for the month of October. \$234.22** was paid to the Supervisor's Office as revenue, and \$734.88 was paid to other Governmental agencies.

**Note: In September, DEC debited \$190.40 of money due to DEC from the Town Clerk's account for an August sale, which was also paid to the Supervisor for August in error. The \$234.22 above is the net amount paid to the Supervisor this month to correct the error.

RESOLUTION #142

Acceptance of the Town Clerk's Report

Motion by Councilman Hodgkins

Seconded by Councilman 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 October, I attended 3 Town meetings and 6 County meetings.
Some of the highlights of the month:

- Attended normal Town and County meetings
- Held a Public Hearing on the 2017 Town budget
- Attended a meeting with the NYS Dept. of Health on the Charlton Water system

(see Supervisor's financial report on next page)

11/08/2016 12:23:02

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, 2016:

DATED: November 8, 2016

SUPERVISOR

	Balance 09/30/2016	Increases	Decreases	Balance 10/31/2016
A GENERAL FUND - TOWNWIDE				
CASH - CHECKING	93,971.44	157,761.25	240,395.46	11,337.23
CASH - SAVING	490,488.11	97,017.89	157,541.73	429,964.27
PETTY CASH	500.00	0.00	0.00	500.00
Park Fees Reserve	60,398.55	5.02	0.00	60,403.57
TOTAL	645,358.10	254,784.16	397,937.19	502,205.07
DA HIGHWAY FUND				
CASH - CHECKING	11,355.94	52,718.38	64,074.32	0.00
CASH - SAVINGS	48,163.88	65,360.37	52,718.38	60,805.87
CASH, SPECIAL RESERVE	15,479.08	0.00	0.00	15,479.08
TOTAL	74,998.90	118,078.75	116,792.70	76,284.95
F WATER #1 FUND				
CASH - CHECKING	1,710.00	6,598.95	8,308.95	0.00
CASH - SAVINGS	271,517.83	1,355.36	6,598.95	266,274.24
WATER SERIAL BOND	34,311.61	1.45	0.00	34,313.06
CASH, SPECIAL RESERVES	121,292.25	5.14	0.00	121,297.39
TOTAL	428,831.69	7,960.90	14,907.90	421,884.69
SW WATER #2 FUND				
CASH - CHECKING	63.09	126.18	189.27	0.00
CASH - SAVINGS	26,280.92	2.15	126.18	26,156.89
TOTAL	26,344.01	128.33	315.45	26,156.89
TA TRUST & AGENCY				
CASH - CHECKING	6,248.95	51,281.73	50,852.46	6,678.22
TOTAL	6,248.95	51,281.73	50,852.46	6,678.22
H CAPITAL PROJECTS				
	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00
TOTAL ALL FUNDS	1,181,781.65	432,233.87	580,805.70	1,033,209.82

ANNOUNCEMENTS

Town offices will be closed November 24th and 25th in Observance of the Thanksgiving holiday.

The Saratoga County Department of Social Services has provided the Town with the income eligibility chart for the Home Energy Assistance Program (HEAP). The information will be posted on the Town's bulletin board.

COMMUNICATIONS

The Town has received an inspection report of the Saratoga County Animal Shelter from Ag & Markets, and the Shelter is rated satisfactory.

Supervisor Grattidge said that he received correspondence from Miss Bailey, Jockey Street, Galway, regarding signage for Route 67 and Jockey Street. She has asked that an additional sign be added that indicates that cross traffic does not stop. Supervisor Grattidge said that the section of road that she wants it placed on is State owned and the State does not do that.

Our annual Stream Testing Report for the MS4 program has been received from the Town Engineer and one test reported higher levels. Since this is not drinking water, the Engineer suggested waiting until the next cycle of testing to see if the levels return to normal or need further investigation.

DEPARTMENT & COMMITTEE REPORTS

Highway - Councilman Hodgkins reported that he has met with the Highway Superintendent and his new clerk to discuss her job responsibilities. A big part of her job will be preparing vouchers. The heavy equipment inventory list was reviewed and updated. A copy of the updated report will be available for the Board in January. Councilman Hodgkins was shown the roof leak in the Highway Garage that is causing a big problem. The Councilman also reviewed the fuel reporting procedures with the Clerk and said that the Board will start getting reports of usage, billing and reimbursement.

Water – Councilman Gay reported that the hydrant flushing has been completed for yearend 2016. The Department is currently winterizing hydrants and the water tower will be winterized next week. The hydrant on Komar Drive has been repaired. The water at 53 Old Stage Road has been turned off. Outstanding water bills have been sent to the County for re-levy. Doug Flynn received a score of 98 on Part A of his certification tests and a 100 score on Part B.

Building/Zoning – In October, 13 building permits were issued, \$3,170.23 was collected in fees and the total value of the permits is \$258,847. 1 permit was denied and 1 CO/CC was issued.

Constables – In October, there were 36 patrols, 36 complaints, 22 911 calls, and 11 accidents responded to. 2,337 miles were traveled and 56 tickets were issued (of which 21 were issued on Route 67).

Dog Control – In October, there were 5 complaints, 1 unlicensed dog seized, 1 licensed dogs involved in a bite case, and 6 expired dog licenses were followed up on.

Planning Board – Councilman Grasso reported that Board met in October and continued to review two pending subdivision applications. One is the Lee subdivision on corner of Cook Road and Route 67, and the other is the Ward subdivision on the corner of Maple Avenue and Route 67. Both are 3 lot subdivisions. Another applicant came before the Board to discuss a lot line adjustment on Swaggertown Road.

Cell project - Airosmith Development, representatives for Verizon have made an application for an Exceptional Use Permit for a cell antenna north of Charlton Road.

Marv Schorr asked if the Town had a defibrillator in the Town Hall. He estimates the cost to be between \$1,200 and \$3,500 depending on the quality of the equipment. Supervisor Grattidge said that people would need to be trained to use them. He said it is something that the Board could discuss.

MOTIONS, RESOLUTIONS, PROCLAMATIONS AND AUTHORIZATIONS

RESOLUTION #169

A resolution establishing October 24, 2016 as the date for a Public Hearing concerning the Town of Charlton annual budget for 2017

Motion by Councilman Gay

Seconded by Councilman Heritage

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

TOWN OF CHARLTON
COUNTY OF SARATOGA
STATE OF NEW YORK

RESOLUTION NO. 169

November 14, 2016

**A RESOLUTION AUTHORIZING ADOPTION BY THE TOWN BOARD
OF THE TOWN OF CHARLTON OF THE TOWN BUDGET FOR 2017**

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 2017 Town budget, including holding workshops, reviewing current staffing levels of Town employees, and holding a public hearing on October 24, 2016 for the review of the Board's proposed budget for 2017, and

WHEREAS, attached to this resolution is a summary of the Town of Charlton budget for 2017, 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, 2017 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 adopt a 2017 budget, a summary of which is attached to this resolution.

Moved by	Councilman Gay	Voting:	Councilman Gay	Aye
			Councilman Grasso	Aye
Seconded by	Councilman Heritage		Councilman Heritage	Aye
			Councilman Hodgkins	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 14, 2016

Brenda Mills, Town Clerk

Supervisor Grattidge said that the Board met with the Town's Insurance Representative, and the Board would like to switch the Town employee's health insurance to a Blue Shield plan of 2017. The cost is a less expensive option than the other plans considered and the coverage is comparable.

RESOLUTION #170

A resolution authorizing the Supervisor to sign an application for Blue Shield Health Insurance for 2017

Motion by Councilman Gay

Seconded by Councilman Heritage

BE IT RESOLVED that the Town Board hereby authorizes the Supervisor to sign an application for Blue Shield Platinum Radius POS Embedded Health Insurance which will be effective 1/1/2017.

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

Supervisor Grattidge said that roof at the Highway Garage has been leaking badly and recently there was a need to review the roof. The Board found that the roof needed immediate repair. A few quotes were received; one from James A. Edgar Company Inc. for \$41,245.00 and another from MSI for \$58,300.00

RESOLUTION #171

A resolution authorizing the Highway Superintendent to have James A. Edgar Company, Inc. begin repair and replacement of the Highway Garage roof.

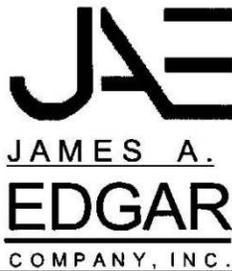
Motion by Councilman Gay

Seconded by Councilman Hodgkins

BE IT RESOLVED that the Town Board hereby authorizes the Highway Superintendent to have James A. Edgar Company, Inc. begin work on the Highway Garage roof at a cost of \$41,245.00, a copy of said estimate is attached.

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

(see quote on next page)



James A Edgar Co., Inc.

2990 Amsterdam Rd.
Scotia, NY 12302

PH: (518) 346-8896
Fx: (518) 377-8114
www.EdgarRoofing.com

October 28, 2016

Town of Charlton
Highway Garage
4008 Jockey Street
Charlton, New York 12019

Attn: Mike Emerich, Highway Superintendent

Re: Reroofing Highway Garage, 4008 Jockey Street

Dear Sir,

We propose the following to the above referenced property

1. Existing roofing system is a mechanically attached JP Stevens Roofing System which has a history of failure with the process of the membrane becoming very porous and allowing water to enter the top surface and into the insulations and building below.
2. It is our recommendation to remove the existing roofing system and saturated insulation below, lower to the ground and hauled off site.
3. We will set up safety on the roof and the grounds around the work area for building occupants as well as for Edgar Roofing Employees in accordance with OSHA Standards.
4. Existing perimeter wood blocking will be inspected and replaced as needed at additional cost to the owner at \$3.90 per Board Foot.
5. We will install a new 1.5" inch Polyisocyanurate roof insulation over the entire roof area and mechanically fasten as recommended by the manufactures detailed specifications.
6. Over the insulation installed we will install a new mechanically fastened roofing system utilizing a .060 reinforced EPDM rubber membrane, membrane to be installed in accordance with detailed specifications.
7. We will flash in the existing roof top equipment in accordance with manufactures detailed specifications.
8. We will fabricate and install new 24 gauge Kynar Finished perimeter fascia system to outside roof perimeters and flash to new roof installed.
9. Upon completion of our work and physical inspection by the membrane manufactures representative we will supply a Twenty (20) year labor and material warranty.
10. We will clean up and remove debris resulting from our work on a daily basis and upon project completion to appear as found.
11. Work includes NYS Prevailing Wages, Saratoga County
12. Work Excludes: Building Permit, Bonds, Applicable Taxes, Snow Removal, Roof Deck Repair or Replacement

For the Sum of: Forty One Thousand, Two Hundred Forty Five Dollars (\$41,245.00)

Add Option:

- Provide an additional layer of 1.5" inch roof insulation to increase your "R" value over the roof area.
- Increase perimeter wood blocking to match up with new insulation thickness using treated lumber.

Phone: (518) -346-8896

Fax: (518)-377-8114

www.EdgarRoofing.com

COUNCILMAN REPORTS

Councilman Gay said that he has spent quite a bit of time working with Doug Flynn and he feels that Mr. Flynn is doing a good job.

PRIVILEGE OF THE FLOOR

Dave Brennan, Attorney with Young/Sommers, LLC, representing Verizon, said that the Exceptional Use Applications (EUP) were filed today for the proposed cell tower at the 764 Charlton Road site. Mr. Brennan gave the Town Clerk an Affidavit of Mailing of Notice of Applicants to show that notice has been sent to adjoining municipalities. He said that the lease is in place with the property owners. The Board discussed the next steps in the process. Supervisor Grattidge said that the Town's process is once the Zoning Administrator presents the application to the Town Board, the Town Board decides if they will hear the case or pass it on to the ZBA. He believes that this would take place at the next meeting. Councilman Grasso said that because the Town Board has been working on the cell antenna project for quite a while, he suggests that the Town Board keep the review of the EUP process. If there is a decision to be made in the level of the Planning Board review, the site plan aspect of it is rather simple compared to landowner projects and he would suggest that the Planning Board be asked to give an Advisory Opinion. The Town Board would factor that into their formal opinion. This would not require a formal site plan review or Public Hearing by the Planning Board. Attorney Van Vranken agreed that this is correct.

Councilman Grasso asked if the cell tower would need to be lit at 120 feet. Dave Brennan said not at 120 feet. They would need to check with the FAA to make sure that it is not in a flight path.

Councilman Grasso said that we have 2 consultants (Joe Ross or the Town Engineer) available to us to help with the project. The cost of the consultant would be borne by the applicant.

Supervisor Grattidge said that possibly at the next Board meeting the Board would be ready to appoint which Board will hear the application.

RESOLUTION #172

Motion to adjourn

Motion by Councilman Hodgkins

Seconded by Councilman Gay

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

The meeting adjourned at 8:10 p.m.

Respectfully submitted,

Brenda Mills
Town Clerk