

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

April 28, 2014

The Agenda meeting of the Town Board of the Town of Charlton, Saratoga County, New York was held at the Charlton Town Hall and called to order by Supervisor Grattidge at 7:34 p.m. to set the agenda for the May 12th Town Board Meeting.

Present: Supervisor Grattidge, Councilman Grasso, Councilman Hodgkins, Councilman Lippiello, Councilman Verola, Town Clerk Brenda Mills, Attorney Van Vranken

RESOLUTION #95
Abstract of Claims

Motion by Councilman Verola
Seconded by Councilman Hodgkins

Discussion: Councilman Grasso noted that the electricity usage in the highway garage was substantially higher than that same month in 2013. Highway Superintendent Emerich indicated that it is likely due to the use of engine block heaters and the excessively cold weather. Councilman Grasso asked if the amount that is paid to Williamson for support was typical, as he felt it seemed high. Supervisor Grattidge said that the support cost includes support for the Accounting, Water and Payroll modules, and that the bookkeeper quite often calls Williamson for support. The Town Clerk confirmed that the software support for her office is not included in this bill.

BE IT RESOLVED that the Town Board has approved the payment of bills as presented in Abstract No. 108, vouchers number 218 - 259 in the amount of \$37,210.68 and Abstract No.4, vouchers number 4 - 7 in the amount of \$1,174,659.60.

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

RESOLUTION #96
Approval of Minutes

Motion by Councilman Grasso
Seconded by Councilman Verola

Discussion: Supervisor Grattidge said that in the Supervisor's Report, he met with DOT regarding Route 67, and asked that the minutes be changed to reflect that.

BE IT RESOLVED that the Town Board has approved the Town Board minutes from April 14, 2014.

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

ANNOUNCEMENTS

The Town's bulk item pick-up by County Waste will be May 5th through the 9th. Metal can be dropped off at the Highway garage on Jockey St.

The Brush pick-up by the Town Highway Department is done for the spring.

The Sales Tax revenue for the month was \$120,619 and the Mortgage Tax for March was \$8,279.

DISCUSSION

The Town Board received a Special Use Permit application from Gadsden and Culpepper for the Heritage Shoppe, LTD. The Board can hear the application or pass it on to the ZBA and Planning Board to review. A resolution will be done at the end of the meeting to designate who will handle the application.

Highway Superintendent Emerich said that a major component on the department's backhoe has gone bad. He needs to repair or replace the swinger coupler. He stated that it would cost \$3,900 for replacement parts or \$3,100 for a whole new swinger coupler. He provided the Board with 3 quotes, the lowest being from Monroe Tractor for \$3,120.00 The Board will authorize the purchase later in the meeting.

Supervisor Grattidge said that in the years that an outside audit is not being done, the Town Board is responsible to annually audit the Town Departments that handle money. The Board uses an audit worksheet supplied by the Comptroller's office. Councilmen Verola and Lippiello will set up meetings with the 5 Department Heads that handle money, and then email the rest of the Board so that they can sit in on the audits if available.

Supervisor Grattidge said that the Bookkeeper is working early morning hours, as she has accepted another job.

Supervisor Grattidge said that he and Councilman Lippiello met with the Comptroller's Office representative about the audit that was done and the minor recommendations for the Water Department. Supervisor Grattidge said that he has prepared his response to the Comptroller's Office.

Supervisor Grattidge said that he has had an inquiry from a company that represents AT&T regarding putting antennas on the water tower to better the cell phone service for residents in this area. The phone company would be responsible for any damages to the paint and responsible to remove the antennas in the case of future repainting needs. This could create additional revenue for the water district, which could help to offset the cost of future paint jobs. Councilman Grasso asked if the revenue would be for the water district or the Town. Supervisor Grattidge said that it could be discussed further, as this is just a proposal at this point. The Board discussed the potential need for any additional modifications to the tower, such as additional lighting, which would need to be reviewed as part of any formal application. The Supervisor said that he was going to reach out to Verizon and Sprint about installing their antennas on the tower. John Morgan said that the FAA has to approve anything over 138 feet high.

Councilman Hodgkins said he has looked into another IT Company for the Town. Councilman Grasso asked if the Technology Committee could look into proposals. Supervisor Grattidge said it is ultimately the Town Board's decision. The Supervisor asked Councilman Lippiello to have Jim Leupold, member of the Technology Committee, look into whether or not the committee would be interested in assisting with it.

Councilman Lippiello said that he met with the Parks Committee and did a walk-through of Elmer Smith Park. There is a problem with the backstop fence. It is curling and turning in at the bottom. Bruce Fence, the original installer, gave an estimate of \$2,320 to remove and replace the bad section of fence, and suggesting replacing 9 supports at a cost of \$260. Councilman Grasso asked if there is a bottom rail to prevent curling. Councilman Lippiello said that he believes that there is. The Board will do an authorization later in the meeting. The Committee is also concerned about the safety of the footbridge for Party in the Park. The Board had no objection to having the Town Engineer inspect the bridge for safety.

Councilman Grasso asked if the Board wanted to move forward on the update of the Assessor's computers. Supervisor Grattidge said that this time of the year is the busiest for the Assessors, and as long as their computers are working okay right now, he would suggest that the update be done in June or July. The update needs to be done before next year to communicate with the County RPS system. .

MOTIONS, RESOLUTIONS, PROCLAMATIONS AND AUTHORIZATIONS

RESOLUTION #97

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

Motion by Councilman Hodgkins

Seconded by Councilman Verola

Discussion: Councilman Grasso asked about the 7920 feet of re-paving on Eastern Ave. Mr. Emerich clarified that the 7920 feet begins at Jockey Street and extends westward.

Roll Call: Councilman Grasso: Aye, Councilman Hodgkins: Aye, Councilman Lippiello: Aye, Councilman Verola: Aye, Supervisor Grattidge: Aye. CARRIED.

TOWN OF CHARLTON
COUNTY OF SARATOGA
STATE OF NEW YORK

RESOLUTION NO. 97

April 28, 2014

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 \$121,223.00 and describing the Town highways on which repair and improvements shall be made during calendar year 2014, 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 Hodgkins	Voting:	Councilman Grasso	Aye
			Councilman Hodgkins	Aye
Seconded by	Councilman Verola		Councilman Lippiello	Aye
			Councilman Verola	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: April 28, 2014

Brenda Mills, Town Clerk

RESOLUTION #98

A resolution authorizing the Supervisor to execute an elevator maintenance agreement with Bay State Elevator Company

Motion by Councilman Verola

Seconded by Councilman Hodgkins

Roll Call: Councilman Grasso: Aye, Councilman Hodgkins: Aye, Councilman Lippiello: Aye, Councilman Verola: Aye, Supervisor Grattidge: Aye. CARRIED

TOWN OF CHARLTON
COUNTY OF SARATOGA
STATE OF NEW YORK

RESOLUTION NO. 98

April 28, 2014

A RESOLUTION AUTHORIZING THE SUPERVISOR TO
EXECUTE AN ELEVATOR MAINTENANCE AGREEMENT
WITH BAY STATE ELEVATOR COMPANY

WHEREAS, the Town Board has determined that it is in the best interest of the residents of the Town of Charlton to continue proper maintenance and repair of the New Town Hall elevator, in order to assure that the elevator will continue to work properly and have a lengthy period of appropriate usefulness with respect to the day to day functioning of the New Town Hall building, and

WHEREAS, the Town Board has received two (2) bids for such maintenance and repair, one from Bay State Elevator Company (attached) and one from Simmons Elevator Company (attached), each describing the services to be rendered and the cost for such service, and

WHEREAS, the Town Board of the Town of Charlton has determined that the proposal from Bay State Elevator Company is the most appropriate and provides the desired comprehensive services at a competitive price.

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Charlton hereby authorizes the Town Supervisor to execute whatever documents are required in order to engage the services of Bay State Elevator Company as such are described in the attached agreement.

Moved by	Councilman Verola	Voting:	Councilman Grasso	Aye
			Councilman Hodgkins	Aye
Seconded by	Councilman Hodgkins		Councilman Lippiello	Aye
			Councilman Verola	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: April 28, 2014

Brenda Mills, Town Clerk

RESOLUTION #99

A budget amendment for Budget year 2014 - Highway

Motion by Councilman Verola

Seconded by Councilman Hodgkins

Roll Call: Councilman Grasso: Aye, Councilman Hodgkins: Aye, Councilman Lippiello: Aye, Councilman Verola: Aye, Supervisor Grattidge: Aye. CARRIED

4/28/14

Resolution # 99

Budget Amendment

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

For Budget Year 2014 - Highway

Amend 2014 budget to increase CHIPS funding, revenue account DA3501 in the amount of \$12,797.00.

Amend 2014 budget to increase CHIPS expenditure account DA5112.2

in the amount of \$12,797.00.

Amend 2014 budget to decrease Road Construction expenditure account DA5110.414 in the amount of \$12,800.00.

Amend 2014 budget to decrease Equipment expenditure account DA5130.2 in the amount of \$65,000.00.

Amend 2014 budget to decrease Highway Sales Tax revenue account DA1120 in the amount of \$77,800.00

Moved by	Councilman Verola	Voting:	Councilman Grasso	Aye
			Councilman Hodgkins	Aye
Seconded by	Councilman Hodgkins		Councilman Lippiello	Aye
			Councilman Verola	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: April 28, 2014

Brenda Mills, Town Clerk

RESOLUTION #100

A budget amendment for Budget year 2014 - Highway

Motion by Councilman Grasso

Seconded by Councilman Verola

Roll Call: Councilman Grasso: Aye, Councilman Hodgkins: Aye, Councilman Lippiello: Aye, Councilman Verola: Aye, Supervisor Grattidge: Aye. CARRIED

4/28/14

Resolution # 100

Budget Amendment

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

For Budget Year 2014 – General Fund

Amend 2014 budget to increase General Fund Sales Tax revenue account A1120 in the amount of \$77,800.00.

Amend 2014 budget to increase Law Contractual expenditure account A1420 in the amount of \$40,000.00.

Amend 2014 budget to increase Central Data Processing expenditure account A1680.2 in the amount of \$10,000.00.

Amend 2014 budget to increase Contingent Contractual expenditure account A1990.4 in the amount of \$27,800.00.

Moved by	Councilman Grasso	Voting:	Councilman Grasso	Aye
			Councilman Hodgkins	Aye
Seconded by	Councilman Verola		Councilman Lippiello	Aye
			Councilman Verola	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: April 28, 2014

Brenda Mills, Town Clerk

RESOLUTION #101

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

Motion by Councilman Hodgkins

Seconded by Councilman Verola

Roll Call: Councilman Grasso: Aye, Councilman Hodgkins: Aye, Councilman Lippiello: Aye, Councilman Verola: Aye, Supervisor Grattidge: Aye. CARRIED.

TOWN OF CHARLTON
COUNTY OF SARATOGA
STATE OF NEW YORK

RESOLUTION NO. 101

April 28, 2014

A RESOLUTION ACKNOWLEDGING RECEIPT OF A SPECIAL EXCEPTION PERMIT APPLICATION FROM GADSDEN & CULPEPPER HERITAGE SHOPPE, LTD. REQUESTING APPROVAL FOR AN E-COMMERCE RETAIL BUSINESS IN AN AGRICULTURAL ZONE, AND DIRECTION BY THE TOWN BOARD TO THE ZONING BOARD OF APPEALS TO EXERCISE PRIMARY JURISDICTION OF SUCH APPLICATION PURSUANT TO THE ZONING ORDINANCE FOR THE TOWN OF CHARLTON

WHEREAS, the Town Board has received an application on April 28, 2014 from Patrick Motel and Larry Leone, owners of Gadsden & Culpepper Heritage Shoppe, Ltd. dated March 7, 2014, applying for a special exception permit to operate the applicant’s e-commerce retail business under provisions in Article VII of the Zoning Ordinance for the Town of Charlton, and

WHEREAS, the Town Board has reviewed such application, consulted with the Town of Charlton Zoning Enforcement Officer and the Attorney for the Town regarding issues which need to be considered in

processing this application and as set forth in the aforementioned Article VII, and

WHEREAS, pursuant to Article VII, Section 3B of the Zoning Ordinance, the Town Board may direct the Zoning Board of Appeals, subject to conditions set forth in Section 6 of Article VII of said Ordinance to provide a determination after due public notice, hearing and a vote of a majority plus one of the Zoning Board of Appeals and subject to all relevant provisions of this Ordinance whether such petition should be granted.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Charlton hereby directs the Zoning Board of Appeals to provide a determination with respect to the Gadsden & Culpepper Heritage Shoppe, Ltd. application for a special exception permit, subject to the provisions of Article VII of the Town of Charlton Zoning Ordinance.

Moved by	Councilman Hodgkins	Voting:	Councilman Grasso	Aye
			Councilman Hodgkins	Aye
Seconded by	Councilman Verola		Councilman Lippiello	Aye
			Councilman Verola	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

Dated: April 28, 2014

Brenda Mills, Town Clerk

RESOLUTION #102

A resolution authorizing the Highway Superintendent to purchase a swinger coupler from Monroe Tractor

Motion by Councilman Grasso
Seconded by Councilman Verola

BE IT RESOLVED, that the Town Board hereby authorizes the Highway Superintendent to purchase a Wain Roy swinger coupler from Monroe Tractor at a price not to exceed \$3,120.00.

Roll Call: Councilman Grasso: Aye, Councilman Hodgkins: Aye, Councilman Lippiello: Aye, Councilman Verola: Aye, Supervisor Grattidge: Aye. CARRIED.

RESOLUTION #103

A resolution authorizing the Parks Committee to have Bruce Fence Company repair the backstop fence at Elmer Smith Park

Motion by Councilman Verola
Seconded by Councilman Grasso

BE IT RESOLVED, that the Town Board hereby authorizes the Parks Committee to proceed with repairs to the backstop fence at Elmer Smith Park, including replacing a section of galvanized fencing and replacing 9 supports on the fence, at a price not to exceed \$2,580.00.

Roll Call: Councilman Grasso: Aye, Councilman Hodgkins: Aye, Councilman Lippiello: Aye, Councilman Verola: Aye, Supervisor Grattidge: Aye. CARRIED.

COUNCILMAN ITEMS

Councilman Lippiello reported that the Town has received \$4,100 in donations for Party in the Park as of today.

4/28/14 TB meeting Minutes approved 5/12/14

The meeting adjourned at 8:23 p.m.

Respectfully submitted,

Brenda Mills
Town Clerk