

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

September 9, 2013

The Regular 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 7:30 p.m.

Supervisor Grattidge lead the pledge of Allegiance.

Roll Call: Councilman Gardner, Councilman Lippiello, Councilman Salisbury, Councilman Verola, Supervisor Grattidge, Town Clerk Brenda Mills, Attorney Van Vranken.

RESOLUTION #142

Approval of Minutes

Motion by Councilman Verola

Seconded by Councilman Salisbury

Discussion: Supervisor Grattidge asked that on page 2, the minutes be corrected to state that the resolution for the bids for the Highway Department truck will be done on 9/9/13, and bids will be opened 9/30/13 at 1:00 p.m.

BE IT RESOLVED that the Town Board has approved the Agenda Meeting minutes from August 26, 2013.

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

PRIVILEGE OF THE FLOOR FOR AGENDA ITEMS

No one chose to speak.

RESOLUTION #143

Abstract of Claims

Motion by Councilman Verola

Seconded by Councilman Gardner

BE IT RESOLVED that the Town Board has approved the payment of bills as presented in Abstract No. 117, voucher numbers 479 – 507 in the amount of \$112,055.78.

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

TOWN CLERK'S REPORT

The Town Clerk's office took in \$1,740.25 for the month of August. \$617.17 was paid to the Supervisor as revenue, and \$1,123.08 was paid to other Governmental agencies.

The Town Clerk's Office has received the official certification from the Saratoga County Clerk's office establishing the Water District #1, Ext #6. The official filing date is Aug 26, 2013. The Comptroller's Office also notified the Clerk that they received the resolution on August 20th.

The Town Clerk's Office has received a renewal application for a Liquor License from Mike Maloney and the Charlton Tavern.

RESOLUTION #144

Acceptance of the Town Clerk's Report

Motion by Councilman Verola
Seconded by Councilman Lippiello

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 August, I attended 3 Town meetings and 20 County meetings.
Some of the highlights of the month:

- Attended normal Town and County meetings
- Attended a number of Saratoga County functions as Chairman of the Board
- Attended the dedication of the new viewing stand at the historic Oklahoma Track
- Attended a meeting of CDREC at SUNY Albany on regional economic development
- Appeared on Paul Vanderburgh radio show on AM 1300
- Met with Congressman Bill Owens on County concerns with Federal programs

ANNOUNCEMENTS

Newsletter articles for the Fall Newsletter are due from departments by 9/16/13.

COMMUNICATIONS

The Charlton Fire District #1 has submitted their 2014 proposed budget to the Town Clerk. It is posted on the Town Hall bulletin board.

The Town has received a notice of decision on an assessment appeal case.

DEPARTMENT & COMMITTEE REPORTS

Zoning - Councilman Gardner reported that in August, there were 7 Building Permits issued for \$540.00 and 5 CO's were issued. He stated that Bob Gizzi has requested authorization from the Town Board to attend a New York State Building Officials Conference in Albany on October 21st through the 23rd. The registration fee is \$275 plus the reimbursement for mileage.

RESOLUTION #145

Authorizing reimbursement of conference and mileage fees to Building Officer

Motion by Councilman Gardner
Seconded by Councilman Lippiello

BE IT RESOLVED that the Town Board has approved the Building Officer to attend the New York State Building Officials Conference on October 21st through October 23rd, and approved a maximum expenditure of \$325 for the registration fee and mileage.

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

Emergency – Councilman Gardner said that he is planning to attend a meeting for Emergency Coordinators on September 18th.

Planning Board – Councilman Verola said that the Board met on August 19th and deliberated on 4 subdivision applications.

Newsletter – Councilman Verola said that the articles are due by September 16th.

Constables – Councilman Lippiello reported that in August there were 21 patrols, 19 complaints filed, 6 911 calls, 1 EID, 26 tickets issued and 1 accident and 2 Fire/EMT calls responded to.

Library – Councilman Lippiello said that the Board is currently working on their budget for next year, as well as looking at what repairs and improvements need to be done to the building.

Tax Collector – Supervisor Grattidge said that the Tax Collector and her Deputy attended an Associations of Towns Tax Collector conference in June.

Highway – Mike Emerich said that his department is busy wrapping up their summer work. They will start getting their machinery ready for winter. He informed the Board that within a month he will be asking the Board for authorization to hire a part-time worker to cover for an employee with a medical issue.

MOTIONS, RESOLUTIONS, PROCLAMATIONS & AUTHORIZATIONS

RESOLUTION #146

Resolution to establish a Repair Reserve Fund to be known as the “Parks Repair Reserve Fund” of the Town of Charlton

Motion by Councilman Lippiello

Seconded by Councilman Verola

Roll Call: Councilman Gardner: Aye, Councilman Lippiello: Aye, Councilman Salisbury: Aye, Councilman Verola: Aye, Supervisor Grattidge: Aye. **CARRIED**

TOWN OF CHARLTON
COUNTY OF SARATOGA
STATE OF NEW YORK

RESOLUTION NO. 146

September 9, 2013

A RESOLUTION TO ESTABLISH A REPAIR RESERVE FUND TO BE KNOWN AS THE “PARKS REPAIR RESERVE FUND OF THE TOWN OF CHARLTON”

WHEREAS, the Town Board has recently reviewed documentation related to an account referred to as “Town of Charlton Park Reserve Account A-230”, which documentation set forth a history of the funds paid into that account and also funds expended from such account, as such expenditures related to improvements to the Town of Charlton parklands and structures, and

WHEREAS, the Town Board did believe and understand that this account was a repair reserve fund account established under applicable provisions of the New York State General Municipal Law and Town Law, and

WHEREAS, it has come to the attention of the Town Board that such Town reserve fund has no written record or documentation available to the Town Board as to the formation of this fund as referenced in this resolution, and

WHEREAS, the Town Board has been advised that in order to clarify this record, the Town Supervisor should create a temporary account to be called “Park Repair Reserve Fund A-230” pending completion, review and approval of a resolution authorized to establish a repair reserve fund, and

WHEREAS, there may be paid into this repair reserve fund an amount as may be provided by

budgetary appropriation or such revenues as are not required by law to be paid into any other fund or account as may be determined by the Town Board of the Town of Charlton, and

WHEREAS, in cases of emergency, monies in such fund may be expended pursuant to a resolution approved by not less than two-thirds of the members of the Town Board providing that not less than one-half of the monies so expended shall be repaid in the fiscal year immediately following the fiscal year in which such monies were expended and the total amount shall be repaid not later than the last day of the second fiscal year succeeding the fiscal year in which the monies were expended, and

WHEREAS, prior to the adoption of this resolution, appropriating money from such fund, the Town Board shall cause to be published in the official newspaper designated for such purpose, namely the Daily Gazette, a notice stating in substance that it is proposed to appropriate a specified amount from this repair reserve fund for this particular purpose and that a public hearing on such proposed appropriation will be held at a time and place stated therein, as required by General Municipal Law Sec. 6-d.

NOW, THEREFORE, BE IT RESOLVED, that pursuant to Sec. 6-d of the General Municipal Law, as amended, the Town Board of the Town of Charlton hereby establishes a repair reserve fund to be known as "Park Repair Reserve Fund A-230", the purpose of which is to finance the cost of maintaining the land, equipment and structures located within the Town parks of said Town of Charlton, and

IT IS FURTHER RESOLVED, that the funds currently held in Town of Charlton A-2089 Other Culture and Recreation Income also be transferred into said Park Repair Reserve Fund A-230 and secured in the manner provided by Sec. 10 of the General Municipal Law of the State of New York, said funds so deposited to be accounted for separate and apart from any other funds of the Town of Charlton and in the same manner as provided in Subd. 10 of Sec. 6-c of the General Municipal Law of the State of New York.

Moved by	Councilman Lippiello	Voting:	Councilman Gardner	Aye
			Councilman Lippiello	Aye
Seconded by	Councilman Verola		Councilman Salisbury	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: September 9, 2013

Brenda Mills, Town Clerk

RESOLUTION #147

Resolution Motion by Councilman Verola
Seconded by Councilman Gardner

Discussion: Supervisor Grattidge asked if another make of truck was acceptable. Mr. Emerich confirmed it was, as long as the other truck was equivalent.

Roll Call: Councilman Gardner: Aye, Councilman Lippiello: Aye, Councilman Salisbury: Aye, Councilman Verola: Aye, Supervisor Grattidge: Aye. **CARRIED**

TOWN OF CHARLTON
COUNTY OF SARATOGA
STATE OF NEW YORK

RESOLUTION NO. 147

September 9, 2013

A RESOLUTION AUTHORIZING THE SUPERVISOR TO PUBLISH
A NOTICE TO BIDDERS REGARDING THE PURCHASE BY
THE TOWN OF CHARLTON OF 2014 FORD SUPER DUTY F350 TRUCK

WHEREAS, the Highway Superintendent of the Town of Charlton has advised the Town Board that the Town Highway Department is in need of a new vehicle in order to provide services necessary to maintain Highway Department obligations to the residents of the Town of Charlton, and

WHEREAS, the Highway Superintendent has prepared a draft Instruction to Bidders and Bid Proposal form outlining the specifications and requirements for such bid, a copy of which documentation is attached to this resolution as if more fully set forth herein.

NOW, THEREFORE, BE IT RESOLVED, that the Town Supervisor is hereby authorized to publish a Notice to Bidders in the Daily Gazette, the Town of Charlton designated newspaper, requesting bids for a 2014 Ford Super Duty F-350 SRW 4WD Reg. Cab 137" WD which notice will include a deadline date of Monday, September 30, 2013 at 1:00 p.m., at which time the Town Board will open any and all bids received by that time and date and for purposes of considering such bids at its September 30, 2013 agenda meeting scheduled to convene at 7:30 p.m.

Moved by	Councilman Verola	Voting:	Councilman Gardner	Aye
			Councilman Lippiello	Aye
Seconded by	Councilman Gardner		Councilman Salisbury	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: September 9, 2013

Brenda Mills, Town Clerk

(Resolution #147 attachment on next page)

TOWN OF CHARLTON SPEC. # 02-13

Each Proposal shall clearly state how the Vendor meets each of the minimum criteria set forth in this section.

Proposals that do not meet all of the Minimum Criteria will be rejected.

SCOPE OF WORK: 2014 Ford Super Duty F-350 SRW 4WD Reg. Cab 137" WB

Specifications/General and Work Conditions/Special Provisions

2014 Ford Super Duty F-350 SRW 4WD Reg. Cab 137" WB

- 6.2L V8 FFV Engine W/ Block Heater
- 6-speed Automatic Transmission
- 4X4 Regular cab
- 3.73 Axle Ratio
- Single Rear Wheel
- Factory Vermillion Red Monotone Paint
- Roof Clearance Lights
 - Painted Steel Wheels with 5LT245/75Rx17E black sidewall all-season tires
- 17" painted steel rims
- Black Vinyl floor covering
- 137" wheelbase
- Remote Start System
- 6" Black Angular Molded Running Boards
- Steel, Cloth 40/20/40 split bench seat, -inc: center armrest, cup holder and storage
- POWER EQUIPMENT GROUP, -inc: Manual Telescoping Trailer/Tow Power/Heated Mirrors w/ integrated clearance lamps/turn signals, Power Windows/Locks, Remote Keyless Entry, Perimeter Anti-Theft Alarm
- XL VALUE PACKAGE, -inc: XL décor Group, Chrome Rear Steep Bumper, Chrome Front Bumper, Bright Chrome Hub Covers, Radio: AM/FM Stereo/Single CD/MP3, clock, 4-Speakers and auxiliary audio input jack.
- SNOW PLOW PREP PACKAGE, -inc: computer selected springs for snow plow application.

RESOLUTION #148
Budget amendment for Budget Year 2013

Motion by Councilman Verola
Seconded by Councilman Gardner

BE IT RESOLVED that the Supervisor is authorized to make the following budget amendment for Budget Year 2013: Amend 2013 budget to appropriate additional 2013 CHIPS (Consolidated Highway Improvement Program) state aid in the amount of \$23,527.00 to revenue account DA-3501 Consolidated Highway Aid and by same amount to expenditure account DA5112.2 Road Construction-Equipment.

Roll Call: Councilman Gardner: Aye, Councilman Lippiello: Aye, Councilman Salisbury: Aye, Councilman Verola: Aye, Supervisor Grattidge: Aye. **CARRIED**

COUNCILMAN REPORTS

Councilman Verola reminded everyone that there will be a primary election tomorrow.

Councilman Lippiello said that the fall newsletter articles were due by September 16th, and they plan to get the newsletter in the mail no later than October 15th.

PRIVILEGE OF THE FLOOR

Jay Wilkinson said that he felt there was a loophole in the Zoning Ordinance because it does not give specific information about land use for people that want to have chickens, domestic turkeys, etc. in the RA-Residential Agricultural area. Mr. Wilkinson also said he was concerned over the size of some of the signs that he has noticed recently, in particular realtor signs.

The meeting adjourned at 8:26 p.m.

Respectfully submitted,

Brenda Mills
Town Clerk