

**Town of Charlton  
Saratoga County  
Town Board Meeting  
October 9, 2012**

The Regular meeting of the Town Board of Charlton, Saratoga County, New York was held at the Charlton Town Hall and called to order by Supervisor Grattidge at 7:30 pm.

Supervisor Grattidge lead the pledge of Allegiance.

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

**PRESENTATION OF PROCLAMATION**

A special presentation was done to honor Austin Clark, an Eagle Scout who devoted numerous hours to assist with the creation of the new Veteran's Memorial Board in Gideon Hawley Park. Councilman Lippiello read the Town proclamation (Resolution 103) and presented a copy to Austin. Also in attendance to honor Austin were his parents, grandparents, members of the Veteran's Memorial Committee and Parks Committee.

**APPROVAL OF MINUTES**

A motion was made by Councilman Verola and seconded by Councilman Gardner to accept the minutes of the Town Board Agenda Meeting held on September 24, 2012.

Vote: All Ayes, No Nays. CARRIED

**PRIVILEGE OF THE FLOOR FOR AGENDA ITEMS**

No one spoke.

**APPROVAL OF ABSTRACT**

A motion was made by Councilman Salisbury and seconded by Councilman Verola to accept General Fund claim numbers 695 – 734 in Abstract #119 in the amount of \$170,020.41.

Vote: All Ayes, No Nays. CARRIED

**TOWN CLERKS REPORT**

The Town Clerk reported taking in \$1879.77 for the month of September. \$420.54 was paid to the Supervisor and \$1,459.23 was paid to other Governmental agencies.

A motion was made by Councilman Verola and seconded by Councilman Gardner to accept the Town Clerk's report as read.

Vote: All Ayes, No Nays. CARRIED

## **SUPERVISORS REPORT**

For the month of September I attended 5 Town meetings and 8 County meetings.

Some of the highlights of the month:

- Attended normal Town and County meetings
- Attended numerous meetings concerning the County Landfill, Maplewood Manor, labor negotiations and the 2013 Budget for the County
- Presented the 2013 Tentative Town Budget
- Attended the NYSAC Fall Conference in Syracuse
- Trained the new Account Clerk for the Town's bookkeeping
- Assisted Cusack Inc with the Town Audit

## **ANNOUNCEMENTS**

The Town Board has contracted with 3N Document Destruction Company to provide shredding services on October 27<sup>th</sup> from 9 a.m. to 11 a.m. Charlton residents are welcome to bring up to 4 bags or boxes of paper to be shredded within those hours.

The Town-wide brush pick-up will occur the week of October 22<sup>nd</sup> to October 26<sup>th</sup>. Residents are asked to have their brush roadside by October 21<sup>st</sup> in order to assure pick-up.

The Saratoga County Office of the Aging has sent notice of a Public Hearing on November 1<sup>st</sup> from 1 p.m. to 3 p.m. at the Saratoga County Library regarding their programs.

The Saratoga County Veterans Department is sponsoring a 5k race as a fundraiser. The race will be held November 10<sup>th</sup> at the Fort Hardy Park in Schuylerville. Entry forms are available at the Town Clerks office.

The Highway Department has a job opening for an MEO due to the retirement of a Department worker. The job has been posted at the County as well as at the Town Hall.

## **DEPARTMENT REPORTS**

Constables – Councilman Lippiello read the report. In September there were 23 patrols, 41 complaints, 11 911 calls, 19 tickets issued and 3 accidents responded to .

Zoning – Councilman Gardner read the report. In September there were 2 building permits, 1 zoning permit and \$959.76 collected and 2 CO's issued.

Dog Control – Councilman Verola read the report. In September there were 6 dog related complaints.

Highway – Councilman Verola read the following report:

### General Operations

Clean ditch on Consaul Rd, Replace culvert pipe on DeGraff Rd, Finish mowing roadsides, Unplug Culverts where we have Beaver Problems, Patch Pot Holes, Trim Trees and Brush, working on getting plows ready for winter, cleaned ditches on Cook Rd, installing new signs on Jenkins Rd, mow parks and town hall.

### Equipment Repair

Replace chain and sprockets on 15's sander, Replace fender extensions on truck #12

Miscellaneous Items

Paint roof on old barn, Pressure wash and paint old barn,Clean up burned up porta potty in park

Planning Board – Councilman Verola gave the report. The Board met on September 17<sup>th</sup> and deliberated on one lot line change application.

Water – Councilman Lippiello said that John Morgan has recently overseen the pressure tests done in Deer Run.

Newsletter – Councilman Lippiello said that the newsletters are scheduled to be mailed this week.

Library – Councilman Lippiello said that they will have a meeting at the end of this month.

**MOTIONS, RESOLUTIONS, PROCLAMATIONS AND AUTHORIZATIONS**

A motion was made by Councilman Verola and seconded by Councilman Salisbury that Resolution No. 98 – A RESOLUTION TO APPOINT ALBERT SMITH AS A MEMBER OF THE TOWN OF CHARLTON ZONING BOARD OF APPEALS be approved.

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

A motion was made by Councilman Lippiello and seconded by Councilman Verola that Resolution No. 99 – A RESOLUTION TO CREATE THE POSITION OF WATER DEPARTMENT CLERK IN THE TOWN OF CHARLTON, SARATOGA COUNTY be approved.

Discussion: Councilman Lippiello said that he, Councilman Gardner and John Morgan met and created a job description that is more detailed than the one attached to this resolution. The Board decided that it was best to attach both job descriptions. Attorney Van Vranken suggested to label the first as Exhibit A and the more detailed one as Exhibit B.

A motion was made by Councilman Lippiello and seconded by Councilman Verola to amend the resolution to include Exhibit A and Exhibit B. Vote: All Ayes, No Nays. CARRIED.

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

A motion was made by Councilman Verola and seconded by Councilman Lippiello that Resolution No. 100 – A RESOLUTION BY THE TOWN BOARD, ACTING IN ITS CAPACITY AS THE TOWN OF CHARLTON RECORDS ADVISORY BOARD, AUTHORIZING THE TOWN CLERK TO SHRED CERTAIN DOCUMENTS CURRENTLY HELD BY THE TOWN CLERK AS PART OF THE TOWN RECORD be approved.

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

A motion was made by Councilman Salisbury and seconded by Councilman Lippiello that Resolution No. 101 – A RESOLUTION ESTABLISHING OCTOBER 29, 2012 AS THE DATE FOR A PUBLIC HEARING CONCERNING THE TOWN OF CHARLTON ANNUAL BUDGET FOR 2013 be approved.

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

A motion was made by Councilman Lippiello and seconded by Councilman Verola that Resolution No. 102 – A RESOLUTION TO APPOINT KIMBERLY A. CARON TO THE POSITION OF WATER DEPARTMENT CLERK FOR THE TOWN OF CHARLTON, SARATOGA COUNTY be approved.

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

Proclamation (#103) to Honor Austin W. Clerk, Eagle Scout was previously read by Councilman Lippiello and signed by the entire Town Board.

### **COUNCILMAN REPORTS**

Councilman Verola thanked Austin Clark for his work on the Veteran's Board.

Councilman Lippiello thanked Austin Clark and his parents for supporting his project.

Councilman Salisbury said that he is glad that the audit process was started and that the budget is underway.

### **PRIVILEGE OF THE FLOOR**

Charles Latham asked Supervisor Grattidge if there had been anymore car break-ins in the Komar Park area. The Supervisor said that it seems to have tapered off. He will look into it more. Councilman Lippiello said that a car was broken into on Cook Road by a bear. He warned people to keep their garbage cans closed.

A motion was made by Councilman Verola and seconded by Councilman Gardner to go into Executive Session to discuss the Town's liability in a personnel issue.

The meeting adjourned at 8:01 p.m. and the Board went into Executive Session.

The Board came out of Executive Session at 8:40 p.m. No action was taken.

Respectfully submitted,

Brenda Mills