

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

**November 13, 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 7:31 pm.

Supervisor Grattidge lead the pledge of Allegiance.

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

Excused: Councilman Gardner, Councilman Salisbury.

**APPROVAL OF MINUTES**

A motion was made by Councilman Verola and seconded by Councilman Lippiello to accept the minutes of the Budget Public Hearing held on October 29, 2012.

Vote: All Ayes, No Nays. CARRIED

A motion was made by Councilman Verola and seconded by Councilman Lippiello to accept the minutes of the Town Board Agenda Meeting held on October 29, 2012.

Vote: All Ayes, No Nays. CARRIED

**PRIVILEGE OF THE FLOOR FOR AGENDA ITEMS**

Paul St. John of Crane Street said that he has a problem with the percentage of the increases that the Town Board is receiving in the 2013 budget. He stated that he was not saying that the Board did not deserve increases, but rather his problem was with the percentage of the increases.

**APPROVAL OF ABSTRACT**

A motion was made by Councilman Verola and seconded by Councilman Lippiello to accept General Fund claim numbers 768 – 781 as set forth in Abstract #121 in the amount of \$5,711.68.

Vote: All Ayes, No Nays. CARRIED

**TOWN CLERKS REPORT**

The Town Clerk reported taking in \$1,101.06 for the month of October. \$532.19 was paid to the Supervisor, \$568.78 was paid to other Governmental agencies and \$.09 was retained in Petty Cash to reverse an overpayment of \$.09 to the Supervisor in June.

The Town Clerk reported that at the request of a resident who recently lost her cat, she had changes made to the website to add a page for lost and found pets. There is now a button on the home page to click that takes you directly to a photo and information about the pets.

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

Vote: All Ayes, No Nays. CARRIED

### **SUPERVISORS REPORT**

For the month of October, I attended 8 Town meetings and 15 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 Release of the 2013 Budget for the County
- Held 3 workshops on the 2013 Preliminary Town Budget
- Continued to work on the Town Audit
- Worked with the new Water Clerk and Water Superintendent
- Helped with the Town Shredding Day open to residents
- Attended the Annual meeting of Cornell Cooperative Extension.

### **ANNOUNCEMENTS**

The Town offices will be closed November 22nd and 23rd for the Thanksgiving holiday.

### **DEPARTMENT & COMMITTEE REPORTS**

Dog Control – Councilman Verola read the report. There were 5 dog related complaints in October.

Planning Board – Councilman Verola reported that there was no meeting or applications in October. The Board will meet in November to approve the minutes of their last meeting.

Constables – Councilman Lippiello read the report. In October there were 27 patrols, 19 complaints, 12 911 calls, 2 accidents and 35 tickets issued.

Library – Councilman Lippiello said that the Library is asking the public to complete a survey about the library. Blank surveys and a box for completed surveys are available at the Clerk's office.

ZORC – Update given by Marv Schorr – inaudible.

### **MOTIONS, RESOLUTIONS, PROCLAMATIONS AND AUTHORIZATIONS**

A motion was made by Councilman Verola and seconded by Councilman Lippiello that Resolution No. **104** – A RESOLUTION TO CHANGE HEALTH INSURANCE PLANS IN THE TOWN OF CHARLTON FOR BENEFIT ELIGIBLE EMPLOYEES, THE HIGHWAY SUPERINTENDENT, THE TOWN CLERK, ELIGIBLE RETIREES AND ELIGIBLE FAMILY MEMBERS be approved.

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

A motion was made by Councilman Verola and seconded by Councilman Lippiello that Resolution No. **105** – A RESOLUTION AUTHORIZING THE TOWN SUPERVISOR TO ESTABLISH A TRUST AND AGENCY ACCOUNT FOR TOWN OF CHARLTON FINANCE PURPOSES be approved.

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

A motion was made by Councilman Verola and seconded by Councilman Lippiello that Resolution No. **106** – A RESOLUTION AUTHORIZING ADOPTION BY THE TOWN BOARD OF THE TOWN OF CHARLTON OF THE TOWN BUDGET FOR 2013 be approved.

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

### **COUNCILMAN REPORTS**

Councilman Verola said that she had a conversation with the Dog Control Officer in which he stated that there are not set fines for certain dog violations. He would like the Town to institute set charges for the violations. The Councilman will start to make plans or a workshop to discuss this.

A motion was made by Councilman Verola and seconded by Councilman Lippiello to adjourn the meeting.

Vote: All Ayes, No Nays, CARRIED

The meeting adjourned at 7:50 p.m.

Respectfully submitted,

Brenda Mills  
Town Clerk

TOWN OF CHARLTON  
COUNTY OF SARATOGA  
STATE OF NEW YORK

RESOLUTION NO. 104

November 13, 2012

A RESOLUTION TO CHANGE HEALTH INSURANCE PLANS  
IN THE TOWN OF CHARLTON FOR BENEFIT ELIGIBLE EMPLOYEES,  
THE HIGHWAY SUPERINTENDENT, THE TOWN CLERK,  
ELIGIBLE RETIREES AND ELIGIBLE FAMILY MEMBERS

WHEREAS, the Town Board of the Town of Charlton, by resolution approved on November 13, 2006, implemented a document entitled "Town of Charlton Employee Handbook" with an effective date of January 1, 2007, and

WHEREAS, Sections 805, 806, 807 and 808 of the Employee Handbook address the issue of medical insurance coverage for benefit eligible employees, the Highway Superintendent, Town Clerk, eligible retirees and eligible family members, and

WHEREAS, the Town Board has determined that it is in the best interest for the management of the Town of Charlton that its current health insurance plan be changed, effective January 1, 2013, for all benefit eligible employees, the Highway Superintendent, the Town Clerk and eligible family members, and

WHEREAS, the Town Board has further determined that it is in the best interest for the management of the Town of Charlton that the current health insurance plan be changed, effective January 1, 2013, for all eligible retirees who are between 55 – 65 years old, and

WHEREAS, the Town Board has further determined that it is in the best interest for the management of the Town of Charlton that the current health insurance plan be continued for all eligible retirees who are over the age of 65 years old, and

WHEREAS, attached to this resolution and made a part hereof as if more fully set forth herein is a detailed document prepared by Adirondack Trust Insurance providing information concerning the plans which will become effective January 1, 2013 for the benefit eligible employees or retirees referenced in this resolution, and which chart includes the company providing the plan, the name of the plan and the coverage provided by the plan, including prescription drug coverage.

NOW BE IT RESOLVED, that the Town Board hereby approves the changes for eligible benefit active employees, the Highway Superintendent, the Town Clerk and their eligible family members as shown on the attached referenced chart, which plan will be provided by CDPHP, Plan EPO 30 and having a 10/40/70 prescription drug plan, all of which will become effective January 1, 2013, and

BE IT FURTHER RESOLVED, , that the Town Board hereby approves the changes for eligible retirees between the age of 55 – 65 as shown on the attached referenced chart, which plan will be provided by CDPHP, Plan HMO 30 and having a 10/40/70 prescription drug plan, all of which will

become effective January 1, 2013, and

BE IT FURTHER RESOLVED, that the current CDPHP Medicare Advantage Plan will be continued for all eligible retirees over the age of 65 years.

Moved by	Councilman Verola	Voting:	Councilman Gardner	Absent
			Councilman Lippiello	Aye
Seconded by	Councilman Lippiello		Councilman Salisbury	Absent
			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: November 13, 2012

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Brenda Mills, Town Clerk

TOWN OF CHARLTON  
COUNTY OF SARATOGA  
STATE OF NEW YORK

RESOLUTION NO. 105

November 13, 2012

A RESOLUTION AUTHORIZING THE TOWN SUPERVISOR  
TO ESTABLISH A TRUST AND AGENCY ACCOUNT FOR  
TOWN OF CHARLTON FINANCE PURPOSES

WHEREAS, the Town of Charlton Town Board has been participating in an independent audit of the Town finances with independent auditor Cusack & Co., which audit has included input and coordination with the Town software provider, Williamson Law Book Company, and

WHEREAS, based on the Town financial review referenced in this resolution, both Cusack & Co. and Williamson Law Book Company are recommending that the Town establish a non-interest bearing checking account and to be called Trust & Agency Account, and

WHEREAS, it is recommended that the new account will receive monies for Town of Charlton Planning Board fees needed to pay for engineering and legal reviews of subdivisions and site plan reviews, and

WHEREAS, the Trust & Agency Account would also receive transfers from the Town of Charlton General Fund A, Highway Account and Water District Account in order to facilitate the payment of Town payroll and payroll tax liabilities, with all checks to be issued from the new Trust & Agency Account.

NOW THEREFORE, BE IT RESOLVED, that the Town Board hereby authorizes the Town Supervisor to establish a non-interest bearing checking account with the Ballston Spa National Bank and which account shall be called the Trust & Agency Account in order to fulfill the purposes of said account as set forth in this resolution.

Moved by	Councilman Verola	Voting:	Councilman Gardner	Absent
			Councilman Lippiello	Aye
Seconded by	Councilman Lippiello		Councilman Salisbury	Absent
			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: November 13, 2012

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Brenda Mills, Town Clerk

TOWN OF CHARLTON  
COUNTY OF SARATOGA  
STATE OF NEW YORK

RESOLUTION NO. 106

November 13, 2012

A RESOLUTION AUTHORIZING ADOPTION BY THE TOWN BOARD  
OF THE TOWN OF CHARLTON OF THE TOWN BUDGET FOR 2013

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 2013 Town budget, including holding workshops, reviewing current staffing levels of Town employees, and holding a public hearing on October 29, 2012 for the review of the Board's proposed budget for 2013, and

WHEREAS, attached to this resolution is a summary of the Town of Charlton budget for 2013, 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, 2013 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 2013 budget, a summary of which is attached to this resolution.

Moved by	Councilman Verola	Voting:	Councilman Gardner	Absent
			Councilman Lippiello	Aye
Seconded by	Councilman Lippiello		Councilman Salisbury	Absent
			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: November 13, 2012

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Brenda Mills, Town Clerk