

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

December 26, 2012

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 7:30 p.m. to set the agenda for the January 14th Town Board Meeting.

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

Excused: Councilman Salisbury.

APPROVAL OF ABSTRACT

A motion was made by Councilman Verola and seconded by Councilman Gardner to accept Claim numbers 844 - 901 as set forth in Abstract 124 in the amount of \$62,755.96, and Claim numbers 73 – 79 and #815 as set forth in Abstract 12-013 in the amount of \$10,939.35.

Vote: All Ayes, No Nays. CARRIED

APPROVAL OF MINUTES

A motion was made by Councilman Verola and seconded by Councilman Lippiello to accept the meeting minutes from the Town Board Meeting on December 10th, 2012.

Vote: All Ayes, No Nays. CARRIED

DISCUSSION

The Sales Tax for the month was \$92,954.00.

The Town Offices will be closed January 1, 2013 in observance of New Years Day.

There will be an Organizational Meeting on January 2, 2013 at 7:00 p.m.

The Town has received a tax levy report from Saratoga County. A copy of the report is on file in the Clerk's Office. The Clerk will update the fire department tax information on the website.

The Supervisor has received a statement from Key Bank regarding the accounts at Ballston Spa National Bank. The auditors have suggested that the Board review the statement on a regular basis.

The Supervisor asked for the following disclosure be put on the record. Mr. Grattidge stated that a Deer Run contractor has asked Mr. Grattidge's company, Charlton Suburban Services, to do work for him.

MOTIONS, RESOLUTIONS, PROCLAMATIONS AND AUTHORIZATIONS

A **motion** was made by Councilman Lippiello and seconded by Councilman Verola to authorize the Highway Superintendent to list the 2005 Ford Police Car on the surplus auction website.

Vote: All Ayes, No Nays, CARRIED.

12/26/12 TB Meeting Minutes approved 1/14/13

A **motion** was made by Councilman Verola and seconded by Councilman Lippiello to authorize the Supervisor to attend the annual Association of Towns meeting and be reimbursed for registration, travel and accommodation expenses.

Vote: All Ayes, No Nays, CARRIED.

A **motion** was made by Councilman Lippiello and seconded by Councilman Verola that **Resolution No. 110** – A BUDGET AMENDMENT FOR BUDGET YEAR 2012 IN THE AMOUNT OF \$6,316.90 FOR ENGINEERING EXPENSES be approved.

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

A **motion** was made by Councilman Verola and seconded by Councilman Lippiello that **Resolution No. 111** – A BUDGET TRANSFER FOR THE F FUND IN THE AMOUNT OF \$3,903.82 be approved.

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

A **motion** was made by Councilman Verola and seconded by Councilman Gardner that **Resolution No. 112** – A BUDGET TRANSFER FOR THE DA FUND IN THE AMOUNT OF \$23,545.70 be approved.

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

A **motion** was made by Councilman Verola and seconded by Councilman Gardner that **Resolution No. 113** – A BUDGET TRANSFER FOR THE A FUND IN THE AMOUNT OF \$44,528.35 be approved.

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

A **motion** was made by Councilman Verola and seconded by Councilman Gardner that **Resolution No. 114** – A RESOLUTION AUTHORIZING THE APPOINTMENT OF A TEMPORARY HIGHWAY EMPLOYEE WHICH WILL THEN BECOME THE PERMANENT APPOINTMENT OF NEIL CHASE WITH THE TOWN OF CHARLTON HIGHWAY DEPARTMENT be approved.

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

FURTHER DISCUSSION

Councilman Lippiello said that Constable Tom Parks ordered 2 new printers for the police cars and charged them to his personal credit card. The printers cost \$311.10 each. Councilman Gardner asked what the printers were for. Councilman Lippiello said that Tom Parks said the printers were handed down from the State Police and were too slow and inefficient for their needs.

A **motion** was made by Councilman Verola and seconded by Councilman Lippiello to authorize the purchase of the two printers.

VOTE: All Ayes, No Nays. CARRIED

Councilman Lippiello said that he received a call from the alarm company saying that a non emergency alarm was going off. Supervisor Grattidge said that is if the power goes off even momentarily, the fire alarm sends a trouble message to the main alarm. He said that there is a delay switch that can be installed to alleviate the problem.

The meeting adjourned at 7:50 p.m.

Respectfully submitted,

Brenda Mills
Town Clerk

	AMOUNT	TRANSFER	TRANSFER
ACCOUNT	OVER	FROM	AMOUNT
	BUDGET		

12/26/12 7B Meeting Minutes approved 9/14/13

General Fund A

A1420.4 Law/Contractual	\$4,650.00	A1990.4 Contingent	\$4,650.00
A1610.404 Central Serv. Admin/Conf	\$1,462.12	A1610.401 Central Service Admin - Postage	\$1,462.12
A1620.411 Buildings/Other	\$5,143.30	A1620.420 Buildings - Electricity	\$2,000.00
		A5132.4 Garage - Contractual	\$3,143.30
A1660.4 Central Storeroom/Contractual	\$48.15	A9710.701 Debt Service Interest	\$48.15
A1680.4 Central Data Proc/Contractual	\$8,434.24	A9710.703 Debt Service Interest	\$2,900.00
		A5132.4 Garage - Contractual	\$1,100.00
		A1220.11 Supervisor - Staff	\$1,500.00
		A1110.11 Justice Court - Staff	\$1,500.00
		A7320.4 Youth Programs	\$1,000.00
		A1910.1 Unallocated Insurance - Personal Services	\$340.00
		A3510.4 Control of Dogs - Equipment	\$94.24
A3120.406 Police/Gas	\$2,220.41	A1990.4 Contingent	\$1,941.81
		A3310.2 Traffic Control - Equipment	\$278.60
A3120.411 Police/Other	\$364.42	A9710.701 Debt Service Interest	\$364.42
A3120.413 Police/Vehicle Maint	\$193.80	A9710.701 Debt Service Interest	\$193.80
A3310.4 Traffic Control/Contractual	\$442.40	A9710.701 Debt Service Interest	\$442.40
A7520.4 Historical Prop/Contractual	\$62.82	A9710.701 Debt Service Interest	\$62.82
A8010.10 Zoning Admin/Dept. Head	\$893.50	A8010.11 Zoning Admin - Staff (add'l for 12/28 payroll)	\$1,893.50
A9010.8 State Retirement	\$4,334.00	A1110.2 Court - Equipment	\$834.00
		A1430.4 Personnel Contractual	\$2,500.00
		A1650.4 Central Communications Contractual	\$500.00
		A7110.416 Parks - Maintenance	\$500.00
A9060.8 Hospital/Medical	\$14.00	A9710.701 Debt Service Interest	\$14.00
A9950.9 Transfers to Capital Funds	\$15,265.19	A1990.4 Contingent	\$15,265.19
		Total Budget Adjustments (A)	\$44,528.35

A1440.4 Engineer/Contractual	\$6,316.90	Budget Amendment/from Fund Balance Unreserved A909	\$6,316.90
		Total Budget Amendments (A)	\$6,316.90

Highway Fund DA

DA5110.1 Maint. Roads/Pers. Service	\$2,442.04	DA5142.1 Snow - Personal Service	\$2,442.04
DA5110.406 Maint. Roads/Gas	\$5,003.81	DA5130.2 Machinery - Equipment	\$5,003.81
DA5110.411 Maint. Roads/Other	\$2,278.70	DA5130.2 Machinery - Equipment	\$2,278.70
DA5112.2 Road Const/Equipment	\$4,728.34	DA5130.2 Machinery - Equipment	\$4,728.34
DA5130.4 Machinery/Contractual	\$3,729.54	DA5130.2 Machinery - Equipment	\$3,729.54
DA5140.4 Misc/Drug Testing	\$5.00	DA5130.2 Machinery - Equipment	\$5.00
DA5142.410 Snow Removal-Road Mat.	\$397.43	DA5130.2 Machinery - Equipment	\$397.43
DA9060.8 Hosp/Medical Insurance	\$4,960.84	DA5142.1 Snow - Personal Service	\$4,960.84
		Total Budget Adjustments (DA)	\$23,545.70

Water District #1 F

F8320.411 Supply/Power/Pump - Other	\$101.97	F8320.419 Supply Power/Pump-Pumphouse Repairs	\$101.97
F8340.2 Trans/Dis - Equipment	\$2,412.48	F8320.419 Supply Power/Pump-Pumphouse Repairs	\$2,412.48
F8340.406 Trans/Dist - Gas/Diesel	\$597.33	F8340.419 Trans/Dist Pumphouse, Bypass	\$597.33
F8340.408 Trans/Dist - Telephone	\$55.91	F8340.419 Trans/Dist Pumphouse, Bypass	\$55.91
F8340.418 Trans/Dist - Equip Maint	\$736.23	F8340.419 Trans/Dist Pumphouse, Bypass	\$736.23
		Total Budget Adjustments (F)	\$3,903.92

December 26, 2012

Resolution for Budget Amendment

Resolution # 110

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

For Budget Year 2012

Amend budget to reflect engineering escrow funds received in 2011, A909 Fund Balance Unreserved, to account A1440.4 Engineer Contractual for 2012 engineering expenditures in the amount of \$6,316.90.

Moved by Councilman Lippiello

Seconded by Councilman Verola

Voting:	Councilman Gardner	Aye
	Councilman Lippiello	Aye
	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: December 26, 2012

Brenda Mills, Town Clerk

December 26, 2012

Resolution for Budget Adjustments/Transfer of Funds

Resolution # 111

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

For Budget Year 2012

As per attached list of transfers for Water District #1 F

Total Transfers for Water District #1 F: \$3,903.92

Moved by Councilman Verola

Voting:

Councilman Gardner Aye

Councilman Lippiello Aye

Seconded by Councilman Lippiello

Councilman Salisbury Absent

Councilman Verola Aye

Supervisor Grattidge Aye

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Dated: December 26, 2012

Brenda Mills, Town Clerk

December 26, 2012

Resolution for Budget Adjustments/Transfer of Funds

Resolution # 112

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

For Budget Year 2012

As per attached list of transfers for Highway Fund DA

Total Transfers for Highway Fund DA: \$23,545.70

Moved by Councilman Verola

Voting:

Councilman Gardner Aye

Councilman Lippiello Aye

Seconded by Councilman Gardner

Councilman Salisbury Absent

Councilman Verola Aye

Supervisor Grattidge Aye

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Dated: December 26, 2012

Brenda Mills, Town Clerk

December 26, 2012

Resolution for Budget Adjustments/Transfer of Funds

Resolution # 113

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

For Budget Year 2012

As per attached list of transfers for General Fund A

Total Transfers for General Fund A: \$44,528.35

Moved by Councilman Verola

Seconded by Councilman Gardner

Voting:	Councilman Gardner	Aye
	Councilman Lippiello	Aye
	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: December 26, 2012

Brenda Mills, Town Clerk

TOWN OF CHARLTON
COUNTY OF SARATOGA
STATE OF NEW YORK

RESOLUTION NO. 114

December 26, 2012

A RESOLUTION AUTHORIZING THE APPOINTMENT
OF A TEMPORARY HIGHWAY EMPLOYEE WHICH WILL THEN
BECOME THE PERMANENT APPOINTMENT OF NEIL CHASE
WITH THE TOWN OF CHARLTON HIGHWAY DEPARTMENT

WHEREAS, Highway Superintendent Emerich has requested that he be authorized to appoint Neil Chase as a temporary employee for a period from December 26 – December 31, 2012, in order to effectively provide the services required by the residents of the Town of Charlton by the Town Highway Department, and

WHEREAS, a vacancy in the permanent service with the Highway Department has been available since November 1, 2012 upon the retirement of David Fowler from said Highway Department, and Neil Chase has expressed an interest in said permanent appointment, and

NOW BE IT RESOLVED, that effective December 26, 2012, Neil Chase shall be appointed as a temporary employee of the Town of Charlton Highway Department until January 1, 2013, at which time Neil Chase shall become a permanent employee of the Highway Department, entitled to all benefits available to permanent highway employees and subject to all employment terms and conditions as specified in the Town of Charlton Personnel Handbook.

Moved by	Councilman Verola	Voting:	Councilman Gardner	Aye
			Councilman Lippiello	Aye
Seconded by	Councilman Gardner		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: December 26, 2012

Brenda Mills, Town Clerk