

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

**June 27, 2011**

The Agenda 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 p.m. to set the agenda for the July 11<sup>th</sup> Town Board Meeting.

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

Absent: Attorney Van Vranken

**APPROVAL OF ABSTRACT**

A motion was made by Councilman Verola and seconded by Councilman Lippiello to accept General Fund claim numbers 381-419 as set forth in Abstract #112 in the amount of \$102,537.72 and General Fund Claim numbers 948 – 957 as set forth in Abstract #9906 in the amount of \$1,612.27.

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

Note: In Abstract No. 111, an increase of \$1.97 was made to voucher #363 to increase the mileage rate for Robert Gizzi from \$.50 to \$.51, bringing the new total of the Abstract to \$37051.92

**APPROVAL OF MINUTES**

A motion was made by Councilman Verola and seconded by Councilman Lippiello to accept the meeting minutes from regular Town Board meeting on June 13, 2011.

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

**ANNOUNCEMENTS**

The Town offices will be closed on July 4<sup>th</sup>, 2011 in celebration of Independence Day.

Supervisor read the Expense and Revenue report as of June 20<sup>th</sup>:

	<u>EXPENSE</u>	<u>REVENUE</u>
<u>General</u>	39,515.28	110,857.09
<u>Highway</u>	39,830.25	89,745.44
<u>Water Dist. 1</u>	13,322.50	136.86
<u>Water Dist. 2</u>	291.17	9.27
<u>Town Hall Project:</u>		
H-Fund	381.65	2.36

The Sales Tax revenue was \$85,102 which is down 2% year-to-date from last year. The monthly Mortgage Tax was \$8,987.

## **DISCUSSION**

Supervisor Grattidge gave the Board a trial balance, but suggested that they wait till after the end of June to review the first full six-month finances. Councilman Gardner said that he sees figures in some columns but the totals say zero and he wants to know how that can be.

The Board discussed the suggestions made by NYMIR which included installing a central station fire alarm detection system at the Highway Garage, eyewash stations at the Highway Garage, monthly testing of the fire alarm detection system at the Community Center and if hard-wired, inspected annually, and contacting Hartford Steam Boilers to assess the Town Hall boilers and determine if bi-annual inspections are required. The Supervisor suggested moving the basement eyewash station to the Highway Garage. He will obtain quotes to have the Community Center alarm system hard-wired.

Supervisor Grattidge has spoken with Jody Ankabrandt who has applied for the vacant Assessor position. She will be running for election in the fall, and is willing to start training now if appointed. The Board supported the appointment, and Councilman Gardner and Salisbury will try to meet with her before the resolution is passed at the next meeting.

Councilman Verola said that Midge Dube from the Charlton Seniors has asked that the Seniors be given 2 additional keys to the Community Center. Since the building was rekeyed, the Board must appoint one person from the Town to be authorized to have additional keys made from Wolfe Lock. The Board agreed that the Town Clerk should be the authorized individual, as she is in charge of disbursing and tracking keys.

A motion was made by Councilman Verola and seconded by Councilman Lippiello to authorize the Town Clerk to be the Town contact for Wolfe Lock and to have 2 additional keys made to be given to the Charlton Seniors.

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

Councilman Gardner said that he would like to see all letters and written communications that come to the Town Board be documented. Supervisor Grattidge said that he has the correspondences that he receives listed in the minutes.

Councilman Verola said that an e-mail had been previously received from Mr. Straka requesting that the Town have Verizon FIOS installed in the Town. The Board discussed the topic and it was determined that Verizon chooses the areas that they want to do installations in and the Town Board has no influence in their decision.

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

A motion was made by Councilman Lippiello and seconded by Councilman Verola that Resolution No. 100 – A RESOLUTION TO COMPLETE THE ACTION TAKEN BY THE TOWN BOARD WITH RESPECT TO REPAIR OF THE TOWN HALL AIR CONDITIONING SYSTEM 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 Verola and seconded by Councilman Gardner that Resolution No. 101 – A RESOLUTION AMENDING THE TOWN OF CHARLTON FEE SCHEDULE WITH RESPECT TO PLANNING BOARD SUBDIVISION PARK FEES 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 TRANSFERRING \$26.00 FROM F-8340.419 TO F-8320.419 FOR PUMP HOUSE REPAIRS 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 Verola and seconded by Councilman Salisbury that Resolution No. 103 – A RESOLUTION TRANSFERRING \$350.37 FROM SW-8340.4 TO F-8340.406 FOR TRANSFER TO APPROPRIATE ACCOUNT 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. 104 – A RESOLUTION TRANSFERRING \$20,000.00 FROM SW-201-1 TO F-201-1 FOR INTERFUND TRANSFER TO WATER DISTRICT #1 TO PROVIDE REVENUE TO PAY TOWN OF GLENVILLE WATER USAGE INVOICE FOR 2010 – 2011 be approved.

Discussion: Salisbury: Is this considered a loan? Grattidge: Yes

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

The meeting adjourned at 8:04 p.m.

Respectfully submitted,

Brenda Mills  
Town Clerk