

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

**August 8, 2011**

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 7:30pm.

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

Excused: Councilman Lippiello

Supervisor Grattidge led the pledge of Allegiance.

**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 July 25, 2011.

Vote: All Ayes, No Nays. CARRIED

**APPROVAL OF ABSTRACT**

A motion was made by Councilman Verola and seconded by Councilman Gardner to accept General Fund claim numbers 483 – 510 as set forth in Abstract #115 in the amount of \$16,047.34.

Discussion: Councilman Salisbury pointed out that the Bookkeeper submitted 2 vouchers for toner and printer supplies that were coded to A-1680.4 – Central Data Processing. This fund code is supposed to be used only for software and computer maintenance agreements. The clerk agreed to change the code to A-1660.4 – Central Storeroom, which should be used for all office supplies.

Vote: All Ayes, No Nays. CARRIED

**TOWN CLERKS REPORT**

The Town Clerk reported taking in \$621.50 for the month of July. \$438.30 was paid to the Supervisor and \$183.20 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.

Vote: All Ayes, No Nays. CARRIED

**SUPERVISOR'S REPORT & ANNOUNCEMENTS**

For the month of July, I attended 3 Town meetings and 10 County meetings.  
Some of the highlights of the month:

- Attended normal Town meetings
- Attended the Saratoga County Fair
- Attended special County Budget Meetings

	<u>EXPENSE</u>	<u>REVENUE</u>
<u>General</u>	60,517.93	62,755.74
<u>Highway</u>	83,298.41	48,340.43
<u>Water Dist. 1</u>	38,205.26	112.27
<u>Water Dist. 2</u>	219.70	20,004.88
<u>Town Hall Project:</u>		
H-Fund	1,570.45	1.78

**ANNOUNCEMENTS**

The Town offices will be closed on September 5<sup>th</sup> in observance of Labor Day.

There will be a Primary Election on Sept 13th from noon to 9pm for the Conservative Party 110<sup>th</sup> delegate.

**COMMUNICATIONS**

A letter was received from Terry Ostrander of Western Avenue regarding drainage problems that he has been having on his property. Highway Superintendent Emerich said that he would like an engineer to look at the problem and propose a solution. Mr. Ostrander said that he has decided to fix the problem on his own.

A letter was received from C. T. Male Associates with their proposal to be the 3<sup>rd</sup> party observer for the Water Tower repainting project.

**DEPARTMENT & COMMITTEE REPORTS**

Zoning – 8 Building/Zoning permits were issued for \$748.00. 2 CO/CUs were issued.

Constables - There were 26 patrols, 21 complaints, 14 911 calls 6 tickets issued for July. Councilman Gardner said that Head Constable Parks informed him that all Constables have been measured for their vests and the order has been placed. Gardner also said that he read the Police Department’s manual and there is a provision for vest wearing that just needs a slight amendment. He will give a copy to Attorney Van Vranken to have the amendment made.

Planning Board – The Board met on July 18<sup>th</sup> and deliberated on 2 subdivision applications and discussed 2 pre-applications.

Dog Control – 10 complaints were received, of which 8 were regarding dogs and 2 regarding other animals.

Highway – The Department has been working on finishing drainage projects and replaced the culvert on Maple Avenue. They intend to put the stone coat on Maple Ave, Packer Road and Division Street at the end of August.

Historian – Mrs. Linder has been busy working with Pine Hills Cemetery. She said that the Charlton Historical Society Museum is in need of a curator.

**MOTIONS, RESOLUTIONS, PROCLAMATIONS AND AUTHORIZATIONS**

A motion was made by Councilman Verola and seconded by Councilman Salisbury that Resolution No. 118 – A RESOLUTION AUTHORIZING AN AMENDMENT TO THE TOWN OF CHARLTON 2011 BUDGET AND FURTHER AUTHORIZING THE RELEASE OF FUNDS FROM THE TOWN OF CHARLTON REPAIR RESERVE FUND TO THE TOWN OF CHARLTON WATER DISTRICT #1 TRANSMISSION AND DISTRIBUTION – REPAIRS FUND

Roll Call: Councilman Gardner: 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. 119 – A RESOLUTION AMENDING THE TOWN OF CHARLTON FEE SCHEDULE WITH RESPECT TO PLANNING BOARD SUBDIVISION PARK FEES be approved.

Discussion: Attorney Van Vranken asked that the clarification that the subdivision can be in either the Agricultural District or the Residential Agricultural District be added to the minutes.

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

A motion was made by Councilman Gardner and seconded by Councilman Verola that Resolution No. 120 – A RESOLUTION FOR A BUDGET TRANSFER FOR BUDGET YEAR 2011 FROM A-1680.2 – CENTRAL DATA PROCESSING – EQUIPMENT TO A-1680.4 – CENTRAL DATA PROCESSING – CONTRACTUAL IN THE AMOUNT OF \$500.00 FOR ADDITIONAL COST OF SERVICE CONTRACTS be approved.

Discussion: Councilman Salisbury asked the Supervisor to get a listing of the expenses from A-1680.4 to make sure that supplies were not applied to that account.

Roll Call: Councilman Gardner: 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. 121 – A RESOLUTION FOR A BUDGET TRANSFER FOR BUDGET YEAR 2011 FROM DA-9060.8 – EMPLOYEE BENEFITS – HEALTH INSURANCE TO DA-9050.8 – EMPLOYEE BENEFITS – UNEMPLOYMENT INSURANCE IN THE AMOUNT OF \$525.00 FOR ADDITIONAL UNEMPLOYMENT INSURANCE be approved.

Roll Call: Councilman Gardner: 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. 122 – A RESOLUTION FOR A BUDGET TRANSFER FOR BUDGET YEAR 2011 FROM F-8310.415 – WATER ADMINISTRATION-PRINTING TO F-8389.4 MISCELLANEOUS-CONTRACTUAL IN THE AMOUNT OF \$3.00 FOR INTEREST ON INTERFUND LOAN FROM WATER DISTRICT #2 be approved.

Roll Call: Councilman Gardner: 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. 123 – A RESOLUTION FOR A BUDGET TRANSFER FOR BUDGET YEAR 2011 FROM F-8310.411 – TRANSMISSION & DISTRIBUTION-OTHER TO F-8340.417 – TRANSMISSION & DISTRIBUTION – ENGINEERING SERVICES IN THE AMOUNT OF \$2,000.00 FOR ADDITIONAL ENGINEERING SERVICES FOR WATER DISTRICT be approved.

Roll Call: Councilman Gardner: 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. 124 – A RESOLUTION FOR A BUDGET TRANSFER FOR BUDGET YEAR 2011 FROM F-8310.415 – WATER ADMINISTRATION-PRINTING TO F-9050.8 – EMPLOYEE BENEFITS – UNEMPLOYMENT INSURANCE IN THE AMOUNT OF \$300.00 FOR ADDITIONAL UNEMPLOYMENT INSURANCE FOR 2011 be approved.

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

## **COUNCILMAN REPORTS**

Councilman Gardner asked to discuss the letter from Zoning Ordinance Review Committee Chairman Marv Schorr. The Committee is asking the Board to approve a postage expense of approximately \$305 for the mailing of a questionnaire to Charlton's large landowners. Discussion ensued and Supervisor Grattidge said that he did not feel that the survey contained enough questions or options. He feels that 500 foot of frontage is not the only option. Councilman Verola asked him if he wanted to add questions. Councilman Gardner said that there are 260 landowners that own 15 acres or more. He said that the Town Board is not supposed to be approving the questionnaire, but just approving the mailing expense.

A motion was made by Councilman Gardner and seconded by Councilman Verola to approve the \$305 mailing expense for the ZORC questionnaire.

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

Councilman Gardner asked about a status regarding the Water Department postcards. Supervisor Grattidge said that the Water Department did verify with the Post Office that a folded postcard is considered first class mail and requires letter postage.

Councilman Verola listed items at the Town Hall that are in need of repair. The light over the elevator is out and may need a new can. There is paint peeling in the men's room which appears to be from a water leak. The outgoing mailbox needs to be replaced. Supervisor Grattidge added that there is a parking lot light and an electrical box that will need an electrician.

Councilman Salisbury asked Mike Emerich for a status of the problem with the ditches on Callaghan Boulevard, and said that he should at least inform the residents of the status. Mr. Emerich said that it would cost over forty thousand dollars to install covered ditches, so that is not a feasible solution.

Attorney Van Vranken said that he received a call from Shirley Palmer regarding the Charlton Food Pantry which is currently operated out of the Charlton Freehold Church basement. She said that it is problem having the pantry in the basement because of the stairs and she would like to see about moving it to the Community Center. The Board decided that they would like to take some time to think about the request.

### **PRIVILEGE OF THE FLOOR**

Terry Ostrander of Western Avenue said that he will be working with the Cooperative Extension's Soil and Water Department regarding his drainage problem and he will share the information with the Town.

Laura Linder said that 2 Charlton 4-Her's entered posters in the County Fair and had asked for her help.

The meeting adjourned at 8:32pm.

Respectfully submitted,

Brenda Mills  
Town Clerk