

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

**December 12, 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 Lippiello, Councilman Salisbury, Councilman Verola, Supervisor Grattidge, Town Clerk Brenda Mills, Attorney Van Vranken.

Supervisor Grattidge led the pledge of Allegiance.

**APPROVAL OF MINUTES**

A motion was made by Councilman Verola and seconded by Councilman Lippiello to accept the minutes of the Town Board Agenda Meeting held on November 28, 2011.

Vote: All Ayes, No Nays. CARRIED

**APPROVAL OF ABSTRACT**

A motion was made by Councilman Lippiello and seconded by Councilman Verola to accept General Fund claim numbers 754 – 815 as set forth in Abstract #123 in the amount of \$69,165.82.

Vote: All Ayes, No Nays. CARRIED

**TOWN CLERKS REPORT**

The Town Clerk reported taking in \$1,176.00 for the month of November. \$672.62 was paid to the Supervisor and \$503.63 was paid to other Governmental Agencies.

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

Vote: All Ayes, No Nays. CARRIED

The Town Clerk asked the Board for permission to carry over \$2,000.00 that was budgeted for 2011 and allow the expense in 2012. The money was budgeted for the Clerk to send minutes and resolutions to General Code to be put on searchable CD's. The Board had no objection.

**SUPERVISOR'S REPORT & ANNOUNCEMENTS**

For the month of November, I attended 6 Town meetings and 8 County meetings.  
Some of the highlights of the month:

- Attended normal Town meetings
- Held a Town Board Workshop on the 2012 Budget
- Attended a FEMA meeting on the Town Claim for storm damage from Irene
- Participated in 2 Meet the Candidates events

- Attended a number of meetings concerning the County 2012 Budget
- Helped with the Trees for Troops program at Ellms Tree Farm

	<u>EXPENSE</u>	<u>REVENUE</u>
<u>General</u>	58,893.62	154,213.49
<u>Highway</u>	72,476.46	162.40
<u>Water Dist. 1</u>	6,369.07	81.28
<u>Water Dist. 2</u>	264.54	8.16
<u>Town Hall Project:</u>		
H-Fund	90.00	.82

### **ANNOUNCEMENTS**

The Town Hall will be closed for the Christmas holiday from December 23<sup>rd</sup> through December 26<sup>th</sup>.

The Town has received money in lieu of a letter of credit for the Deer Run project. The money will be held in escrow.

Supervisor Grattidge said that he contacted the Town's insurance carrier to ask about allowing the Charlton Snowmobile Club to park their vehicles with trailers in the back of the Town Hall parking lot. The insurance company said that the Town should have the Club sign a hold harmless agreement, and give the Town of Certificate of Insurance listing the Town as an additional insured. Parking was discussed and it was agreed that the trailers would need to unload on the grass and the sleds should not be used on the blacktop. Bob Bryant said that he will give the Town of copy of the agreement that he has with the Town of Ballston and he gave Attorney Van Vranken a copy of the Insurance Certificate. Attorney Van Vranken said that he had questions regarding the insurance. The Board will review the agreement when received.

The Town has received notice that the Town is listed in a suit by a person that was injured in an accident on Route 147 with a Beukendaal fire truck.

The 2012 Organization Meeting will be held on January 3<sup>rd</sup> at 7:00 p.m.

### **COMMUNICATIONS**

The Town Board received a letter of resignation from Lynn Christie as Deputy Tax Collector effective 12/31/2011. Tax Collector Linda La Rue has appointed Susan McBurnie to begin in 2012.

### **DEPARTMENT & COMMITTEE REPORTS**

Dog Control – For November there were 10 complaint calls, 1 dog was seized and impounded. 4 Court appearance tickets were issued for unlicensed dogs.

Planning Board – The Board met on November 21<sup>st</sup> and deliberated on 2 site plan review applications. There is no meeting for the month of December.

Zoning – For the month of November there were 10 building permits issued for \$900.00.

Constables – In November there were 27 patrols, 18 complaints, 16 tickets issued and 2 accidents responded to.

Highway – In November, the Department plowed snow, fixed culverts in the park and checked the stream on Dawson Road for contamination, as well as working on equipment.

Water – John Morgan is in the process of getting the painting company to remove their barrels from the Tower area before payment will be made for the painting job.

ECC – The Committee will hold a meeting on December 27<sup>th</sup> to review the case of Carl Pickett, Jr. for a Special Exception to Permitted Uses Application.

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

A motion was made by Councilman Verola and seconded by Councilman Lippiello that **Resolution No. 154** - A RESOLUTION ESTABLISHING AN UPDATED RECORDS MANAGEMENT PROGRAM FOR THE TOWN OF CHARLTON 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. 155** - A RESOLUTION AUTHORIZING AN INCREASE IN THE RATE TO BE CHARGED TOWN OF CHARLTON WATER DISTRICT CUSTOMERS be approved.

Discussion: Councilman Gardner asked the Board to reconsider not changing the rates as the water reserve account has in excess of \$200,000. Councilman Salisbury said that he could not vote for this increase as he felt that a salary in the Water Department was \$4,388 too high. Councilman Lippiello asked why he felt that the salary was too high. Councilman Salisbury said that the salary is too high for the amount of work that is required. Supervisor Grattidge said that the rates have been the same since 2004, and they have been using fund balance to cover expenses. He feels that it would be prudent to have a moderate increase to build the reserves back up. He pointed out that the Councilmen all agreed to this at budget time. Councilman Gardner said that there are several reserve funds with balances that could be used for repairs if necessary, so he does not see why we need to increase rates now. Councilman Verola said that during these tough economic times, she does not want to raise rates to people. She said that she would like to look at the budget and expenditures. Councilman Salisbury said that there was approximately \$150,000 in reserves for repairs. The issue was put to vote.

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

A motion was made by Councilman Verola and seconded by Councilman Lippiello that **Resolution No. 156** - A RESOLUTION AMENDING THE TOWN OF CHARLTON BUDGET FOR 2011 WITH RESPECT TO THE PAYMENT OF FUNDS TO ROCKMORE CONTRACTING CORPORATION FOR FINAL PAYMENT FOR CHANGE ORDER GC-008 REVISED, NEW TOWN HALL 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. 157** – A BUDGET TRANSFER FOR THE YEAR 2011 FROM A-1990.4 CONTINGENCY TO A-1420.4 LEGAL FEES IN THE AMOUNT OF \$3,154.00 FOR ADDITIONAL LEGAL FEES – VAN VRANKEN AND TABNER, RYAN & KENIRY 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 Lippiello that **Resolution No. 158** – A BUDGET TRANSFER FOR THE YEAR 2011 FROM A-1990.4 CONTINGENCY TO A-1440.4 ENGINEERING SERVICES IN THE AMOUNT OF \$9.00 FOR ADDITIONAL ENGINEERING SERVICES-EDP 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. 159** – A BUDGET TRANSFER FOR THE YEAR 2011 FROM A-1990.4 CONTINGENCY TO A-1620.411 BUILDINGS-OTHER IN THE AMOUNT OF \$667.00 FOR LANDSCAPING, SUPPLIES, GENERATOR SUPPLIES, LIGHTS, CLEANING, ICEMELT, BOTTLED WATER, BLADES be approved

Discussion: Councilman Gardner asked how much money was left in the Contingency account. The Supervisor will check into it.

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. 160** – A BUDGET TRANSFER FOR THE YEAR 2011 FROM A-1990.4 CONTINGENCY TO A-5132.4 GARAGE IN THE AMOUNT OF \$831.00 FOR ADDITIONAL COST OF HEAT 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. 161** – A BUDGET TRANSFER FOR THE YEAR 2011 FROM A-1990.4 CONTINGENCY TO A-8160.4 REFUSE & GARBAGE IN THE AMOUNT OF \$59.00 FOR ADDITIONAL COST OF GARBAGE REMOVAL SERVICES 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. 162** - A BUDGET TRANSFER FOR BUDGET YEAR 2011 FROM A-7110.2-PARKS-EQUIPMENT TO A-7110.416-PARKS-MAINTENANCE IN THE AMOUNT OF \$441.00 FOR PARTS FOR SNOWBLOWER & LUMBER, SCREWS FOR PARKS 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. 163** – A BUDGET TRANSFER FOR BUDGET YEAR 2011 FROM DA-5110.414-HIGHWAY-GENERAL REPAIRS-ROAD CONSTRUCTION TO DA-5130.4-HIGHWAY-MACHINERY IN THE AMOUNT OF \$5,362 FOR REPAIR PARTS 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. 164** – A BUDGET TRANSFER FOR BUDGET YEAR 2011 FROM DA-5110.1-HIGHWAY-GENERAL REPAIRS-PAYROLL TO DA-5142.406-HIGHWAY-SNOW REMOVAL-GAS/DIESEL IN THE AMOUNT OF \$1,970 FOR ADDITIONAL COST OF FUEL 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. 165** – A BUDGET TRANSFER FOR BUDGET YEAR 2011 FROM F-8320.41 – WATER-SOURCE OF SUPPLY-OTHER TO F-8320.419 – WATER-SOURCE OF SUPPLY-REPAIRS IN THE AMOUNT OF \$94.00 FOR THE ADDITIONAL COST OF PUMPHOUSE 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 Gardner that **Resolution No. 166** – A BUDGET TRANSFER FOR BUDGET YEAR 2011 FROM F-8340.408 – TRANSMISSION & DISTRIBUTION – WATER-TELEPHONE TO F-8340.411 – TRANSMISSION & DISTRIBUTION – WATER-OTHER IN THE AMOUNT OF \$399.00 FOR THE ADDITIONAL COST OF SUPPLIES be approved.

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

**PRIVILEGE OF THE FLOOR**

Councilman Verola said that she attended an Energy Symposium held by Congressman Chris Gibson. She gave the Clerk a copy of a handout to be made available to the public. She felt that the information could be useful to Charlton farmers.

Councilman Gardner thanked John Morgan, Water Superintendent to his part in overseeing the Water Tower repainting project.

Councilman Salisbury said that the balance in the Contingency Fund is \$16,025.00.

The meeting adjourned at 8:37 p.m.

Respectfully submitted,

Brenda Mills  
Town Clerk