

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

**December 28 2010**

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 7:35 pm.

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

Supervisor Grattidge announced that this meeting is to set the Agenda for the regular meeting of the Town Board on Monday, January 10, 2011.

**APPROVAL OF ABSTRACT**

A motion was made by Councilman Lippiello and seconded by Councilman Verola to accept General Fund Claim numbers 1810 to 1876 as set forth in Abstract 124 in the amount of \$70,162.60, and General Fund Claim numbers 927 to 939 as set forth in Abstract 99112 in the amount of \$2,811.80.

Discussion: Councilman Verola questioned the Town's policy regarding needing authorization to purchase items over \$300, and asked if the policy should be revamped as one of the Departments ordered several tools each under \$300 but totaling \$1326, without authorization. She felt that this left the Board no option other than to rewrite the Town's policy or have the items returned. Councilman Gardner said that it is not what the items are that are of importance, but rather the total of the items should need authorization if it is over \$300. Supervisor Grattidge asked Highway Superintendent Mike Emerich for an explanation. Mr. Emerich stated that he purchased wrenches, screwdrivers, etc., all items that he needed, and none of the items were over \$300. Councilman Verola said that she felt that \$1,300 in tools on the very last abstract of the year may not have been totally necessary. Mr. Emerich was asked if since he had extra money in this line, did he consider using it for his fuel line that did not have enough money. Supervisor Grattidge said that along the same line the Highway Department built their own sanding box without informing the Board or coming to the Board about it. The Supervisor said that he felt that the communication has broken down between the Highway Department and the Town Board. Supervisor Grattidge said that Highway Superintendent needs to do a better job of turning in vouchers for payment in 2011, as many vendors were paid several months late, and the fuel company was threatening to discontinue service to the Town for nonpayment.

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

**APPROVAL OF MINUTES**

A motion was made by Councilman Verola and seconded by Councilman Gardner to accept the minutes of the Town Board Meeting held on December 13, 2010.

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

**ANNOUNCEMENTS**

The annual Saratoga County Planning and Zoning Conference will be held January 26, 2011 at the Saratoga Hilton.

The annual Association of Towns meeting will be held in February if any Town Board members wish to attend.

Councilman Verola said that she had previously asked to discuss the website update with Enable. Mrs. Verola said that she has a list of questions from her son who is a software professional, and she would like to discuss them with Enable also. She and Councilman Lippiello will handle and report back to the Board.

Supervisor Grattidge said that the Board has received an application for a Special Exception Permit for a Riding and Stable Academy on Jockey Street from Eric and Kim Cowley. They are applying for a permit to build an enclosed ring. The Town Board can choose to hear the case or pass it on to the ZBA.

A ***motion*** was made by Councilman Verola and seconded by Councilman Lippiello to authorize the Town Board to hear the Cowley case for a Special Exception Permit.

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

Supervisor Grattidge said that Fred Ogle was previously given a Special Use Permit to use the former physician's office on State Road as a dispatch business. Mr. Ogle would now like to build a detached garage and privacy fence. Supervisor Grattidge suggested that since the existing site plan was previously handled by the ZBA, that the Town Board allow the ZBA to handle this application.

A ***motion*** was made by Councilman Verola and seconded by Councilman Salisbury to send the Fred Ogle's application to be heard by the ZBA.

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

## **DISCUSSION**

The sales tax for the month was \$90,228 and the November mortgage tax was \$13,172.

The Supervisor said that Attorney VanVranken had drafted a Use Policy for the Community Center. The Board felt that they should hold a workshop to discuss the changes.

Maria Traska from Saratoga P.L. A. N. was present at the meeting to discuss the transfer of development rights with the Town Board. Ms. Traska said basically the concept is to take the rights of development from one area and transfer them to another predetermined area. She stated that for this to be warranted, the Town needs open space as well as development pressure. The Town Board will put together a list of questions in January.

Supervisor Grattidge said that the old Minolta copier in the second floor copy room is in need of parts and service and there is no maintenance agreement currently in place for it.

A ***motion*** was made by Councilman Verola and seconded by Councilman Lippiello to authorize Eastern Copier to repair the copy machine for a cost not to exceed \$715.00.

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

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

A motion was made by Councilman Verola and seconded by Councilman Gardner that Resolution No. 137 – A RESOLUTION TO ESTABLISH STANDARD WORK DAYS FOR ELECTED AND APPOINTED TOWN OFFICIALS be approved.

Roll Call Vote: 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. 138 – Standard Work Day and Reporting Resolution be approved.

Roll Call Vote: 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. 139 – RESOLUTION AUTHORIZING THE SUPERVISOR TO ENTER INTO AN AGREEMENT WITH THE TOWN OF GLENVILLE TO PROVIDE DOG CONTROL SERVICES TO THE TOWN OF CHARLTON be approved.

Roll Call Vote: 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. 140 – A RESOLUTION AUTHORIZING THE EXPENDITURE OF FUNDS RECEIVED FROM THE 2009 JUSTICE COURT ASSISTANCE PROGRAM GRANT be approved.

Roll Call Vote: 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. 141 – A BUDGET TRANSFER FROM CONTINGENCY TO A-1680.4 FOR \$40 be approved.

Discussion: Councilman Gardner said that A-1680.4 was never set up in the original 2010 budget. He will be looking to find the resolution for 2010 to establish this account.

Roll Call Vote: Councilman Gardner: Nay, 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. 142 – A BUDGET TRANSFER FROM CONTINGENCY TO A-5132.4 FOR \$223 be approved.

Roll Call Vote: 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. 143 – A BUDGET TRANSFER FROM A-1430.4 TO A-1440.4 FOR \$1764.25 be approved.

Roll Call Vote: 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. 144 – A BUDGET TRANSFER FROM A-9060.8 TO A-1420.4 FOR \$8000.00 be approved.

Roll Call Vote: 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. 145 – A BUDGET TRANSFER FROM A-7320.4 TO A-1420.4 FOR \$907.00 be approved.

Roll Call Vote: 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. 146 – A BUDGET TRANSFER FROM DA-5142.410 TO DA-5110.406 FOR \$5800 be approved.

Roll Call Vote: 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. 147 – A BUDGET TRANSFER FROM DA-5142.410 TO DA-5110.411 FOR \$721 be approved.

Roll Call Vote: 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. 148 – A BUDGET TRANSFER FROM DA-5130.2 TO DA-5113.4 FOR \$3692 be approved.

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

### **COUNCILMAN REPORTS**

Councilman Gardner made a motion to appoint Town Board member Doug Salisbury to be part of the new Williamson software installation. Supervisor Grattidge said that he would like to get the new software installed and working first, and since it is such a busy time, he does not feel that there is time to have a Board member involved. After further discussion by the Board, Councilman Gardner withdrew his motion and the motion died.

The Tax Collector may need a back up clerk in January. The matter will be addressed in the Organizational Resolution to appoint Sue York as back-up clerk.

Councilman Verola said that Lee Bramer will meet with the new Dog Control Officer on December 30 at 9:30 a.m.

The meeting adjourned at 8:50 p.m.

Respectfully submitted,

Brenda Mills  
Town Clerk