

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

January 11, 2016

The Regular Meeting of the Town Board of the Town of Charlton, Saratoga County, New York was held at the Charlton Town Hall, 758 Charlton Rd, Charlton, NY and called to order by Supervisor Grattidge at 7:30 p.m.

Supervisor Grattidge led the pledge of Allegiance.

Present: Councilman Gay, Councilman Heritage, Councilman Hodgkins, Supervisor Grattidge, Town Clerk Brenda Mills, Attorney Van Vranken.

Excused: Councilman Grasso

APPROVAL OF MINUTES

RESOLUTION #46

Approval of Minutes

Motion by Councilman Gay

Seconded by Councilman Hodgkins

BE IT RESOLVED that the Town Board has approved the minutes of the Town Board Agenda Meeting on December 28, 2015.

Vote: All Ayes, No Nays. **CARRIED**

RESOLUTION #47

Approval of Minutes

Motion by Councilman Hodgkins

Seconded by Councilman Gay

BE IT RESOLVED that the Town Board has approved the minutes of the Organizational Meeting on January 4, 2016.

Vote: All Ayes, No Nays. **CARRIED**

PRIVILEGE OF THE FLOOR FOR AGENDA ITEMS

No one chose to speak.

ABSTRACT OF CLAIMS

RESOLUTION #48

Approval of Abstract of Claims

Motion by Councilman Gay

Seconded by Councilman Hodgkins

BE IT RESOLVED that the Town Board has approved the payment of bills as presented in Abstract No. 101, voucher numbers 1 – 34 in the amount of \$163,897.87.

Vote: All Ayes, No Nays. **CARRIED**

TOWN CLERK'S REPORT

Brenda Mills reported that the Town Clerk's office took in \$321.00 for the month of December. \$275.56 was paid to the Supervisor's Office, and \$45.44 was paid to other Governmental agencies.

Town Clerk's Annual Report: The Town Clerk's Office took in \$13,089.75 in 2015, of which \$6,599.52 was paid to the Supervisor. \$5,401.73 was paid to DEC for 145 Hunting and Fishing licenses. \$706.00 was paid to NYS Animal Control Population Fund for 611 dog licenses, and \$510.00 was paid to NYS Dept of Health for 17 marriage licenses. The Town Clerk's office also issued 73 Handicap parking tags, 30 Certificates of Residency, 164 certified copies of Vital Records, 15 Death Certificates and 15 Burial Permits. 71 copies were made for the public with revenue of \$17.75.

RESOLUTION #49

Acceptance of the Town Clerk's Report & Annual Report

Motion by Councilman Hodgkins

Seconded by Councilman Heritage

BE IT RESOLVED that the Town Board has accepted the Town Clerk's reports as read.

Vote: All Ayes, No Nays. **CARRIED**

SUPERVISORS REPORT

For the month of December, I attended 3 Town meetings and 6 County meetings.
Some of the highlights of the month:

- Attended normal Town and County meetings
- Worked on the County takeover of the LFTC public road system
- Worked with CDTC on the Regional Traffic Study
- Worked on the 2016 Org. Resolutions with the TB

(see financial report on next page)

MONTHLY REPORT OF SUPERVISOR

TO THE TOWN BOARD OF THE TOWN OF CHARLTON :

Pursuant to Section 125 of the Town Law, I hereby render the following detailed statement of all moneys received and disbursed by me during the month of December, 2015:

DATED: January 2, 2016

SUPERVISOR

	Balance 11/30/2015	Increases	Decreases	Balance 12/31/2015
A GENERAL FUND - TOWNWIDE				
CASH - CHECKING	11,180.06	62,033.70	62,032.56	11,181.20
CASH - SAVING	562,414.36	158,650.32	62,032.56	659,032.12
PETTY CASH	500.00	0.00	0.00	500.00
Park Fees Reserve	70,342.04	6.28	0.00	70,348.32
TOTAL	644,436.46	220,690.30	124,065.12	741,061.64
DA HIGHWAY FUND				
CASH - CHECKING	0.00	34,591.95	34,591.95	0.00
CASH - SAVINGS	-37,009.98	125,093.78	67,286.95	20,796.85
CASH, SPECIAL RESERVE	15,471.34	1.95	0.00	15,473.29
TOTAL	-21,538.64	159,687.68	101,878.90	36,270.14
F WATER #1 FUND				
CASH - CHECKING	0.00	6,278.33	6,278.33	0.00
CASH - SAVINGS	215,138.80	1,330.41	6,278.33	210,190.88
WATER SERIAL BOND	34,296.72	1.46	0.00	34,298.18
CASH, SPECIAL RESERVES	121,241.70	5.15	0.00	121,246.85
TOTAL	370,677.22	7,615.35	12,556.66	365,735.91
SW WATER #2 FUND				
CASH - CHECKING	0.00	102.28	102.28	0.00
CASH - SAVINGS	25,572.99	2.36	102.28	25,473.07
TOTAL	25,572.99	104.64	204.56	25,473.07
TA TRUST & AGENCY				
CASH - CHECKING	11,190.20	33,208.72	37,064.97	7,333.95
TOTAL	11,190.20	33,208.72	37,064.97	7,333.95
H CAPITAL PROJECTS				
	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00
TOTAL ALL FUNDS	1,030,338.23	421,306.69	275,770.21	1,175,874.71

ANNOUNCEMENTS & COMMUNICATIONS

The Town offices will be closed Monday, January 18th in observance of Martin Luther King Day.

The Town Board will hold an Open Meeting on January 25th at 6:30 p.m. regarding the proposed installation of a cell antenna on the Town's water tower. A presentation will be done by Airosmith Development followed by a question and answer time for residents.

Supervisor Grattidge acknowledged that an e-mail was received from a resident in favor of the cell antenna installation.

Supervisor Grattidge also acknowledged that the Town Board received a letter from Ron and Lila Serapilio regarding their concerns with a possible banquet facility being built next to their home.

DEPARTMENT & COMMITTEE REPORTS

Highway – Councilman Hodgkins said that he and Mike Emerich met and looked at the drainage on Maple Avenue near the Historical Society. Mr. Emerich will be taking survey shots of the drainage area and will provide them to Mr. Hodgkins so that he can respond to the letter of concern from Ken Crotty.

Historian – Marv Livingston reported that he found two documents that were put together by Frank Lafforthun, on the history of Charlton. One document is about 25 pages and he has converted it to a word document and shared it with the Historical Society. The other document is about 200 pages and he is in the process of converting it to a word document. Mr. Livingston commented on the tremendous amount of work and effort that Mr. Lafforthun did on the history. Mr. Livingston also said he is currently working on a spreadsheet of the history of Town officials, and he has compiled quite a large file of obituary information on Charlton residents. He said that he has been researching back at least two generations on each obituary.

Water - Councilman Gay said that the chlorine contact mixer tank in the water tower went bad. John Morgan contacted the manufacturer and was able to obtain a new mixer tank at no charge. He will have Ken Deming do the wiring for the installation of the tank. He said that thanks go to Mr. Morgan for saving the Town money by getting the replacement at no charge. Councilman Gay said that he met with Mr. Morgan and discussed his retirement transition and how that would look with his new assistant.

Supervisor Grattidge said that he noticed that the voucher was included in tonight's abstract for the radio telemetry system for the Water Department. He noted that the system was approved in 2014 and the money was budgeted at the time, so a transfer may need to be done.

Zoning – In December there were 20 CO/CUs issued with a total value of \$772,408.30.

Constables – In December, there were 25 patrols, 14 complaints, 7 911 calls and 2 accidents responded to, 1,872 miles traveled, and 31 tickets issued. For the year 2015, there were 325 patrols, 276 complaints, 97 911 calls, 15 EID calls, 23 Fire/EMT calls, and 30 accidents responded to. 21,783 miles were traveled, and 411 tickets were issued.

Dog Control – In December, there were 6 complaints and 3 expired licenses followed up on, 1 unlicensed dog seized and 4 Court appearance tickets issued. There was 1 dog bite reported.

MOTIONS, RESOLUTIONS, AND AUTHORIZATIONS

RESOLUTION #50

Resolution for 2015 Budget Adjustment/Transfer of Funds

Motion by Councilman Gay

Seconded by Councilman Hodgkins

Roll Call: Councilman Gay: Aye, Councilman Grasso: Absent, Councilman Heritage: Aye, Councilman Hodgkins: Aye, Supervisor Grattidge: Aye. **CARRIED.**

1/11/16

Resolution # 50

Resolution for 2015 Budget Adjustments/Transfer of Funds

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

For Budget Year 2015, General Fund,
transfers totaling \$26,627.43 as detailed by the attached spreadsheet.

For Budget Year 2015, Highway Fund,
transfers totaling \$31,400.66 as detailed by the attached spreadsheet.

For Budget Year 2015, Water #1 Fund,
transfers totaling \$1,860.62 as detailed by the attached spreadsheet.

Moved by	Councilman Gay	Voting:	Councilman Gay	Aye
			Councilman Grasso	Absent
Seconded by	Councilman Hodgkins		Councilman Heritage	Aye
			Councilman Hodgkins	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: January 11, 2016

Brenda Mills, Town Clerk

Attachment to Resolution #50

	<u>To:</u>	<u>Amount:</u>	<u>From:</u>	
Supervisor-Dept. Head	A1220.10	\$0.10	A1340.1	Personnel Services-Budget
Town Clerk-Dept. Head	A1410.10	\$0.08	A1410.11	Town Clerk-Staff
Law-Contractual	A1420.4	\$1,087.50	A1990.4	Contingency
Central Serv Admin Legal Notice	A1610.403	\$387.30	A1610.401	Central Serv Admin Postage
Buildings-Equipment	A1620.2	\$6,559.65	A1990.4	Contingency
Buildings - Other	A1620.411	\$699.65	A1620.420	Buildings-Heat/Electricity
Central Storeroom-Contractual	A1660.4	\$333.57	A1990.4	Contingency
Central Data Proc-Contractual	A1680.4	\$1,918.49	A1680.2	Central Data Proc-Equip.
Traffic Control-Contractual	A3310.4	\$723.15	A3310.2	Traffic Control-Equip.
Control of Dogs-Staff	A3510.11	\$2,166.12	A3510.4	Control of Dogs-Contractual
		\$135.82	A3120.1	Police-Personal Services
Parks-Other	A7110.411	\$923.79	A1990.4	Contingency
Parks-Maintenance	A7110.416	\$1,531.81	A1990.4	Contingency
Celebrations-Contractual	A7550.4	\$832.42	A1990.4	Contingency
Refuse&Garbage-Contractual	A8160.4	\$593.70	A8540.4	Drainage-Contractual
	Total:	\$26,627.43		

Highway Fund	To:	Amount:	From:	
Road Construction-Equipment	DA5112.2	\$43.60	DA5130.2	Machinery-Equipment
Machinery-Contractual	DA5130.4	\$8,287.23	DA5130.2	Machinery-Equipment
		\$4,069.33	DA5110.414	Maint. of Roads-Rd Constr.
Snow Removal-Pers Services	DA5142.1	\$13,263.33	DA5110.1	Maint. of Roads-Pers Services
		\$1,203.54	DA5110.406	Maint. of Roads-Gas&Diesel
Snow Removal-Gas&Diesel	DA5142.406	\$4,130.56	DA5110.406	Maint. of Roads-Gas&Diesel
Unemployment Ins.	DA9050.8	\$403.07	DA9030.8	Social Security
	Total:	\$31,400.66		
Water #1 Fund	To:	Amount:	From:	
Water Admin-Other	F8310.411	\$142.51	F8310.401	Water Admin-Postage
Supply/Power/Pump-Other	F8320.411	\$20.28	F8320.419	Supply/Power/Pump-Repairs
Transmis/Distrib-Equip Maint	F8340.418	\$1,472.82	F8340.2	Transmis/Distrib-Equip
State Retirement	F9010.8	\$79.73	F8340.1	Transmis/Distrib-Pers Services
Social Security	F9030.8	\$29.75	F8340.1	Transmis/Distrib-Pers Services
Unemployment Ins.	F9050.8	\$115.53	F8340.1	Transmis/Distrib-Pers Services
	Total:	\$1,860.62		

RESOLUTION #51

Resolution authorizing a reduction in the Letter of Credit provided to the Town of Charlton by Heflin-Durst for infrastructure costs related to their residential subdivision.

Motion by Councilman Hodgkins
 Seconded by Councilman Gay

Roll Call: Councilman Gay: Aye, Councilman Grasso: Absent, Councilman Heritage: Aye, Councilman Hodgkins: Aye, Supervisor Grattidge: Aye. **CARRIED.**

TOWN OF CHARLTON
 COUNTY OF SARATOGA
 STATE OF NEW YORK

RESOLUTION NO. 51

January 11, 2016

**A RESOLUTION AUTHORIZING A REDUCTION IN THE
 LETTER OF CREDIT PROVIDED TO THE TOWN OF CHARLTON
 BY HEFLIN-DURST FOR INFRASTRUCTURE COSTS RELATED TO
 THEIR RESIDENTIAL SUBDIVISION**

WHEREAS, Heflin-Durst has provided a letter of credit to the Town of Charlton in the sum of \$1,040,823.00 as required by the Town Board in order to secure the payment of infrastructure costs associated with the Heflin-Durst residential subdivision, and

WHEREAS, the Town Engineer has received a request from Lansing Engineering, P.C., engineers for Heflin-Durst, requesting an adjustment to the current letter of credit from \$1,040,823.00 to \$351,383.57, which request is shown on the attached Exhibit "A", being a letter from the Town Engineer to the Town Supervisor regarding this matter, and

WHEREAS, the Town Engineer, Michael McNamara of the Environmental Design Partnership has advised that the Supervisor and Town Board by letter of January 6, 2016, that he has reviewed the request from Lansing Engineering, P.C. on behalf of Heflin-Durst and has presented his opinion that the existing letter of credit amount can be reduced to \$351,383.57 and subject to the completion of all requirements related to the Heflin-Durst subdivision.

NOW BE IT RESOLVED, that the Town Board hereby accepts the recommendation and opinion of the Town Engineer regarding the request to reduce the letter of credit filed by Heflin-Durst with the Town Board from the sum of \$1,040,823.00 to \$351,383.57 based on items completed by Heflin-Durst with respect to the Heflin-Durst subdivision.

Moved by	Councilman Hodgkins	Voting:	Councilman Gay	Aye
			Councilman Grasso	Absent
Seconded by	Councilman Gay		Councilman Heritage	Aye
			Councilman Hodgkins	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: January 11, 2016

Brenda Mills, Town Clerk

RESOLUTION #52

Resolution authorizing the Supervisor to sign annual agreements with organizations receiving budgeted moneys from the Town.

Motion by Councilman Hodgkins
Seconded by Councilman Heritage

Discussion: Councilman Gay said that he feels that the Board should do their due diligence on verifying the services that the residents of the Town receive from the Town of Ballston Library.

BE IT RESOLVED that the Supervisor is authorized to sign the 2016 annual agreements with organizations and businesses that receive money from the Town of Charlton based on the Town budget.

Roll Call: Councilman Gay: Aye, Councilman Grasso: Absent, Councilman Heritage: Aye, Councilman Hodgkins: Aye, Supervisor Grattidge: Aye. **CARRIED.**

COUNCILMAN REPORTS

Councilman Gay said that he and Councilman Hodgkins will be attending the Association of Towns training meeting on January 14th.

Councilman Gay said that members of the ZBA were sent emails to invite them to attend the annual Saratoga County Planning and Zoning conference.

Councilman Gay said that he thinks that the Board should discuss the Dixon request with Attorney Van Vranken. Supervisor Grattidge said that that is still in progress.

PRIVILEGE OF THE FLOOR

Russell Moskal, resident, said that he lives on Beechwood Avenue, but one of the signs on Beechwood says Avenue and one says Drive. He said that his address comes up on-line as Beechwood Drive, his deed says Beechwood Avenue, and he would like to see it changed back to Beechwood Avenue. Supervisor Grattidge said that it may have changed when 911 numbering took place. The Supervisor suggested that Mr. Moskal check with Dick Lupi who was involved when the Town went to 911 numbering. Supervisor Grattidge said that he could check to see what the County 911 system shows and possibly get them to change it to Avenue.

Ehran Wasserman, owner of the Route 67 Store and Café addressed the Board regarding the removing the gas pumps and tanks at his business. He said they would be removed according to State and Federal regulations. He said that he is aware that if he doesn't use the gas permit, he may lose it in the future. What he would like from the Board is to know if there are any existing limitations on the usage of the property. Attorney Van Vranken suggested that Mr. Wasserman file for an interpretation from the Zoning Board of Appeals. In the application, he should specify what his plan is, what the current uses are and what the intentions are. The ZBA would not be granting or denying variances or special uses, but would simply interpret what has been done, to answer his question.

Anthony Morey, resident, asked the Board if the Town was paying for the proposed antenna on the water tower. Supervisor Grattidge confirmed that Verizon would pay for the installation and would pay the Town via a lease agreement.

RESOLUTION #53

Resolution to adjourn the meeting.

Motion by Councilman Hodgkins

Seconded by Councilman Gay

BE IT RESOLVED that the Town Board meeting be adjourned.

Vote: All Ayes, No Nays, **CARRIED.**

The meeting adjourned at 8:08 p.m.

Respectfully submitted,

Brenda Mills
Town Clerk