

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

October 13, 2015

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 7:39 p.m.

Supervisor Grattidge led the pledge of Allegiance.

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

Excused: Councilman Lippiello

APPROVAL OF MINUTES

RESOLUTION #161

Approval of Minutes

Motion by Councilman Hodgkins

Seconded by Councilman Gay

BE IT RESOLVED that the Town Board has approved the Town Board Agenda minutes from September 28, 2015.

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

PRIVILEGE OF THE FLOOR FOR AGENDA ITEMS

No one chose to speak.

ABSTRACT OF CLAIMS

RESOLUTION #162

Approval of Abstract of Claims

Motion by Councilman Hodgkins

Seconded by Councilman Gay

BE IT RESOLVED that the Town Board has approved the payment of bills as presented in Abstract No. 117, voucher numbers 532 – 567 in the amount of \$198,441.69.

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

TOWN CLERK'S REPORT

The Town Clerk's office took in \$2,670.00 for the month of September. \$498.89 was paid to the Supervisor's Office, and \$2,171.11 was paid to other Governmental agencies.

The Town Clerk thanked Marv Livingston for drafting the electronic newsletter that recently went out.

RESOLUTION #163

Acceptance of the Town Clerk's Report

Motion by Councilman Gay

Seconded by Councilman Grasso

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

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

SUPERVISORS REPORT

For the month of September, I attended 3 Town meetings and 7 County meetings. Some of the highlights of the month:

- Attended normal Town and County meetings
- Worked on preparing the 2016 Town Budget
- Worked on the Saratoga County 2016 Budget
- Worked on the County takeover of the LFTC public road system
- Spoke at the New Gazebo Dedication Ceremony

Supervisor Grattidge said that the Board had received financial printouts.

ANNOUNCEMENTS

The Town-wide brush pick-up will be the week of October 26th through October 30th. Brush should be curbside by October 25th. The Town will not pick up trees that have been taken down by contractors or tree services.

COMMUNICATIONS

The Town Board has received one quote for seal coating and line painting the Town Hall parking lot. The price was \$3,000.00. The Highway Superintendent is still gathering quotes and will put a packet of quotes together for the Board. The work will most likely take place in the summer of 2016.

DEPARTMENT & COMMITTEE REPORTS

Supervisor Grattidge thanked Councilmen Gay and Lippiello for conducting the Town audits recently. Councilman Gay said that all of the Departments records were impeccable.

Maintenance – Don Smith trimmed shrubs around Town Hall and removed debris, purchased and replaced light bulbs at Town Hall, vacuumed basement stairwells, as well as maintenance at the Community Center.

Constables – In September, there were 23 patrols, 18 complaints and 1 EID responded to, 4 911 calls, 1,743 miles traveled, and 47 tickets issued.

Zoning – In September there were 9 Building Permits issued and \$810.00 was collected in application fees. 12 CO/CUs were issued with a total value of \$3,899,208.00.

Highway – **General Operations**

Crack Seal 9.8 miles of road

Finish Sealing Western Ave.

Patch holes around town on paved and dirt roads

Mow and Trim parks

Mow road sides

Haul Ice Control Sand
Sweep loose stone from sealing Eastern and Western Ave
Trim around Welcome to Charlton Signs
Trim Trees and Brush around Road Signs
Mow Cemeteries
Clear beaver blockages around town.

Equipment Repair

Replace hydraulic pump on mowing tractor
Start work on Plows

Miscellaneous Items

Haul Black Top for Town of Greenfield

Mr. Emerich stated that he was awarded the sand screen from Federal Surplus, but did not get the mower.

Greater Galway Food Pantry – a copy of their September meeting minutes was received and is on file in the Clerk's Office.

Historian – Marv Livingston asked the Board if they would consider a commemorative plaque for Frank Lafforthun to be placed in Gideon Hawley Park. Mr. Livingston said that Frank was the builder of the original gazebo and the park. Supervisor Grattidge asked Mr. Livingston to get quotes for a plaque.

Galway Emergency Services – Supervisor Grattidge said that they provided the Board with a copy of a map that shows their coverage area in Charlton. The Supervisor asked the Town Clerk to contact them for a better copy of the map and put in on the Town's website.

Councilman Grasso asked Mr. Emerich to get the costs for the road reconstruction and the crack sealing that were recently expended, and keep it handy to be put into the Highway Road software.

Councilman Grasso said that he, Supervisor Grattidge and Attorney Van Vranken met with Aerosmith Development who is considering an application for installation of cell tower equipment on the water tower. The next step is to put a draft lease agreement together and do a site visit with their engineers. The Councilman will keep the Board apprised of any progress.

Councilman Grasso gave the Board an updated Fund Balance Ledger which basically shows a summary of all of the Town account balances. His report includes a graph for the Board to track the Fund Balances month to month and year to year. He will update the report each month. He also included a chart of all of the outstanding bonds that the Town has. The report shows a cumulative total of all the bond amounts and shows what the bond liabilities will be from 2015 through 2024, when all of the current bonds will be paid off. After 2020 the bond payments drop off dramatically.

MOTIONS, RESOLUTIONS, AND AUTHORIZATIONS

RESOLUTION #164

Resolution approving the annual accounting by Town Officers and employees

Motion by Councilman Hodgkins
Seconded by Councilman Grasso

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

TOWN OF CHARLTON
COUNTY OF SARATOGA
STATE OF NEW YORK

RESOLUTION NO. 164
October 13, 2015

A RESOLUTION APPROVING THE ANNUAL ACCOUNTING
BY TOWN OFFICERS AND EMPLOYEES

WHEREAS, pursuant to Section 123 of the New York State Town Law, each person who as a Town officer or employee received or disbursed any monies in the previous fiscal year, shall account with the Town Board for such monies and shall produce all supporting books, records, receipts, warrants, vouchers and cancelled checks or check images as authorized by Section 99-b of the General Municipal Law, and

WHEREAS, following a review by the members of the Town Board, it was determined that the information provided regarding the financial records for the Town of Charlton for the year 2014 are in proper order.

NOW BE IT RESOLVED, that the Town Board of the Town of Charlton hereby does accept and approve the audit information for fiscal year 2014.

Moved by	Councilman Hodgkins	Voting:	Councilman Gay	Aye
			Councilman Grasso	Aye
Seconded by	Councilman Grasso		Councilman Hodgkins	Aye
			Councilman Lippiello	Absent
			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: October 13, 2015

Brenda Mills, Town Clerk

RESOLUTION #165
Resolution to correct Town Board Resolution No. 112 of May 26, 2015

Motion by Councilman Gay
Seconded by Councilman Grasso

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

TOWN OF CHARLTON
COUNTY OF SARATOGA
STATE OF NEW YORK

RESOLUTION NO. 165

October 13, 2015

A RESOLUTION TO CORRECT TOWN BOARD
RESOLUTION NO. 112 OF MAY 26, 2015

WHEREAS, the Town Board approved Resolution No. 112 on May 26, 2015, authorizing a budget amendment to increase Road Construction Expenditure Account DA5110.414 in the amount of \$15,699.80, and

WHEREAS, it has been determined that the expenditure account designation was incorrect.

NOW BE IT RESOLVED, that Resolution No. 112 of May 26, 2015 be amended in order to correct the Road Construction Expenditure account number and which will read as follows: “Amend 2015 budget to increase Road Construction Expenditure Account DA5112.2 in the amount of \$15,699.80.”, and

BE IT FURTHER RESOLVED, that in all other respects, Resolution No. 112 shall remain in full force and effect.

Moved by	Councilman Gay	Voting:	Councilman Gay	Aye
			Councilman Grasso	Aye
Seconded by	Councilman Grasso		Councilman Hodgkins	Aye
			Councilman Lippiello	Absent
			Supervisor Grattidge	Aye

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Dated: October 13, 2015

Brenda Mills, Town Clerk

RESOLUTION #166
Resolution supporting an application by the Town of Charlton Town Justices to the Justice Court Assistance Program regarding a video surveillance system, walk through metal detector and related items for the Town of Charlton Court facility

Motion by Councilman Grasso
Seconded by Councilman Hodgkins

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

TOWN OF CHARLTON
COUNTY OF SARATOGA
STATE OF NEW YORK

RESOLUTION NO. 166

October 13, 2015

A RESOLUTION SUPPORTING AN APPLICATION BY THE TOWN OF CHARLTON TOWN JUSTICES TO THE JUSTICE COURT ASSISTANCE PROGRAM REGARDING A VIDEO SURVEILLANCE SYSTEM, WALK THROUGH METAL DETECTOR AND RELATED ITEMS FOR THE TOWN OF CHARLTON COURT FACILITY

WHEREAS, the Town Board has been provided documentation by the Town of Charlton Town Justices, Vernon L. Ketchum and Phil Rodriguez, regarding the possibility of receiving a grant for up to \$30,000.00 for the installation of a video surveillance system, walk through metal detector and related security items for the Town of Charlton Justice Court facility and Town Hall parking lot monitoring, and

WHEREAS, the documentation has been reviewed by the Town Board and the Justices have responded to questions from the Board members regarding the components, use and maintenance of such security apparatus, and

WHEREAS, the Justices have requested authorization from the Town Board to file an application with the Justice Court Assistance Program (JCAP) for funding to be made available for the 2015-2016 JCAP grant program, the limit of award of which is \$30,000.00 per court, and

WHEREAS, the Town Justices' documentation sets forth three (3) grant items, including a video surveillance system, a walk through metal detector with required accessories and an office equipment safe, which would require a grant in the sum of \$23,513.44.

NOW BE IT RESOLVED, that the Town Board of the Town of Charlton hereby authorizes the Town of Charlton Town Justices to process the referenced application with JCAP according to the information provided to the Town Board, and

BE IT FURTHER RESOLVED, that the Town Supervisor is authorized to sign any documentation required to be authorized or processed by the Town Board of the Town of Charlton as part of this application.

Moved by	Councilman Grasso	Voting:	Councilman Gay	Aye
			Councilman Grasso	Aye
Seconded by	Councilman Hodgkins		Councilman Hodgkins	Aye
			Councilman Lippiello	Absent
			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: October 13, 2015

Brenda Mills, Town Clerk

RESOLUTION #167
Resolution establishing October 26, 2015 as the date for a Public Hearing concerning the Town of Charlton annual budget for 2016

Motion by Councilman Gay
Seconded by Councilman Hodgkins

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

TOWN OF CHARLTON
COUNTY OF SARATOGA
STATE OF NEW YORK

RESOLUTION NO. 167

October 13, 2015

A RESOLUTION ESTABLISHING OCTOBER 26, 2015
AS THE DATE FOR A PUBLIC HEARING CONCERNING
THE TOWN OF CHARLTON ANNUAL BUDGET FOR 2016

WHEREAS, under provisions of the New York State Town Law, the Town Board of the Town of Charlton is required to conduct a public hearing with respect to the consideration of the Town’s annual budget, and

WHEREAS, the Town Board hereby determines that the annual budget public hearing for the year 2016 shall be held at the Town Hall on Monday, October 26, 2015.

NOW BE IT RESOLVED, that the Town Board will meet at the Town Hall on October 26, 2015 at 7:00 p.m., at which time and place it shall consider comments from residents of the Town of Charlton concerning proposals with respect to the annual Town budget for the year 2016, and

BE IT FURTHER RESOLVED, that the Town Clerk is hereby directed to prepare, post and publish the appropriate notices for such public hearing in accordance with Town Law.

Moved by	Councilman Gay	Voting:	Councilman Gay	Aye
			Councilman Grasso	Aye
Seconded by	Councilman Hodgkins		Councilman Hodgkins	Aye
			Councilman Lippiello	Absent
			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: October 13, 2015

Brenda Mills, Town Clerk

RESOLUTION #168
Resolution for Budget Transfer for insurance recoveries to Bellamy & Sons Construction

Motion by Councilman Grasso
Seconded by Councilman Hodgkins

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

**10/13/15
Resolution # 168**

BUDGET TRANSFER

Transfer of Insurance Recoveries

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

\$11,626.94 from A2680, Insurance Recoveries, to A1620.411, Buildings Other, for expenditure to Bellamy & Sons Construction, for restoration work done at Town Hall.

Moved by	Councilman Grasso	Voting:	Councilman Gay	Aye
			Councilman Grasso	Aye
Seconded by	Councilman Hodgkins		Councilman Hodgkins	Aye
			Councilman Lippiello	Absent
			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: October 13, 2015

Brenda Mills, Town Clerk

Supervisor Grattidge said that a contractor that is working on private wells in Charlton and is in need of water for his tanker. The State requires that he use treated water. He has asked the Town if he can purchase the water from the Town. Supervisor Grattidge said that in 2012 at a Water Board meeting, the Town passed a policy that the Town would sell water for \$10 per 1,000 gallons when water was needed by contractors.

RESOLUTION #169

Resolution to authorize the Water Superintendent to sell water to Rozak and Company

Motion by Councilman Grasso
Seconded by Councilman Hodgkins

Discussion: Councilman Hodgkins suggested that the system flushing be done when the tanker is filled. Councilman Grasso said that he would just request that the Water Superintendent be present when tanker is being filled. Councilman Hodgkins asked Mr. Morgan is he uses a backflow preventer. Mr. Morgan said that he does not, but agreed that it would be a good idea.

BE IT RESOLVED that the Town Board hereby authorizes the Water Superintendent to coordinate the sale of water to Rozak and Company at a rate of \$10 per 1,000 gallons.

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

Supervisor Grattidge said that at the Budget Workshop, the Galway Ambulance Squad had an additional request for 2 EKG monitoring machines which cost about \$70,000 each. The Ambulance Corp has approached the Town of Galway and the Town of Providence for additional money as well. Supervisor Grattidge has spoken with the Supervisors of these two Towns and has found that Galway is giving \$10,000 towards the purchase, and Providence has suggested splitting a \$5,000 donation with Charlton. Providence has more calls to the ambulance service and would donate \$3,000 and asked Charlton to donate \$2000. Supervisor Grattidge said he would suggest that the Town Board do a transfer out of the Contingency Fund this year as a donation to show that we are supporting them, but not add it to the amount contributed annually. Supervisor Grattidge said that the ambulance squad can possibly get a grant from the Dockstader Trust for one EKG machine, but the Squad would need to figure out how to obtain the rest of the money. Councilman Hodgkins said that the report from the Ambulance Squad shows that as of 9/22/15, there have been 180 calls in Galway, 72 in Providence, and 58 in Charlton. The Board decided not to take any action at tonight's meeting.

COUNCILMAN REPORTS

Councilman Hodgkins said he is the process of updating a list of the Highway Department equipment, which he will make available to the Board when he is done.

PRIVILEGE OF THE FLOOR

Judge Vern Ketchum thanked the Town Board for their support of grant application for the Town Court.

The meeting adjourned at 8:23 p.m.

Respectfully submitted,

Brenda Mills
Town Clerk