

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

May 13, 2019

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 Grasso, Councilwoman Heritage, Councilman Ranaletto, Councilman Robbins, Supervisor Grattidge, Town Clerk Brenda Mills, Attorney Craig.

APPROVAL OF MINUTES

RESOLUTION #101

Approval of Minutes

Motion by Councilman Ranaletto

Seconded by Councilwoman Heritage

BE IT RESOLVED that the Town Board has approved the minutes of the Town Board Agenda Meeting Minutes on April 22, 2019.

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

PRIVILEGE OF THE FLOOR FOR AGENDA ITEMS

No one chose to speak.

TOWN CLERK'S REPORT

The Town Clerk's office took in \$961.50 for the month of April. \$682.63 was paid to the Supervisor's Office, and \$278.87 was paid to other Governmental agencies.

RESOLUTION #102

Acceptance of the Town Clerk's Report

Motion by Councilman Grasso

Seconded by Councilman Robbins

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

- Attended normal Town and County meetings
- Attending a meeting of the Cell Service Committee
- Held our Town Training day for Sexual Harassment and Workplace Violence
- Attended the Harmony Corners FD banquet
- Attended Pet Connection at the Animal Shelter

Supervisor Grattidge said that he has received notice from DASNY that the check for the \$100,00.00 grant for the new Highway truck will be cut on May 16, 2019 and sent to the Town.

Supervisor Grattidge confirmed that the Board received the financial reports and Key Bank custodial statement.

(see financial report on next page)

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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 April, 2019:

DATED: May 1, 2019

SUPERVISOR

	Balance 03/31/2019	Increases	Decreases	Balance 04/30/2019
A GENERAL FUND - TOWNWIDE				
CASH - CHECKING	15,693.92	299,012.29	299,010.27	15,695.94
CASH - SAVING	266,952.18	124,562.56	299,010.27	92,504.47
PETTY CASH	600.00	0.00	0.00	600.00
Park Fees Reserve	41,538.91	10.90	0.00	41,549.81
TOTAL	324,785.01	423,585.75	598,020.54	150,350.22
DA HIGHWAY FUND				
CASH - CHECKING	197.25	34,684.90	34,684.90	197.25
CASH - SAVINGS	-46,587.92	16,549.12	34,684.90	-64,723.70
CASH, SPECIAL RESERVE	15,498.42	0.00	0.00	15,498.42
TOTAL	-30,892.25	51,234.02	69,369.80	-49,028.03
F WATER #1 FUND				
CASH - CHECKING	33.54	6,425.81	6,425.81	33.54
CASH - SAVINGS	435,678.40	96.28	6,425.81	429,348.87
WATER SERIAL BOND	34,382.60	2.83	0.00	34,385.43
CASH, SPECIAL RESERVES	121,470.47	24.96	0.00	121,495.43
TOTAL	591,565.01	6,549.88	12,851.62	585,263.27
SW WATER #2 FUND				
CASH - CHECKING	0.00	119.74	119.74	0.00
CASH - SAVINGS	28,269.70	14.54	127.01	28,157.23
TOTAL	28,269.70	134.28	246.75	28,157.23
TA TRUST & AGENCY				
CASH - CHECKING	10,913.59	37,909.68	37,909.68	10,913.59
TOTAL	10,913.59	37,909.68	37,909.68	10,913.59
H CAPITAL PROJECTS				
	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00
TOTAL ALL FUNDS	924,641.06	519,413.61	718,398.39	725,656.28

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ANNOUNCEMENTS

The Town is accepting donations for Party in the Park. The estimated cost of the event is \$8,000.00. Donations as of today are \$7,625.00.

The Town offices will be closed Monday, May 27th in observance of Memorial Day. The May Agenda meeting will be held on Tuesday, May 28th.

The Town Board will have a Workshop on May 28th at 6:15pm and meet with the Government Relations representatives from Charter Communications.

Verizon representatives plan to attend the May 28th Town Board meeting to give an update on their intentions for a cell tower in Charlton. They will be scheduled to speak at the beginning of the meeting.

The Historical Society will hold a Memorial Day Service at the Gideon Hawley Park gazebo on May 27th.

Grievance Day is May 28th and the hours are 2-4 pm and 6-8 pm.

The Charlton Ambulance Advisory Committee will have a workshop with the Ballston Lake EMS Board of Directors at their office on June 4th at 6:30 pm. Some of the Charlton Town Board members plan to attend.

DEPARTMENT, COMMITTEE & COUNCILMAN REPORTS

Highway – Report given by Marshall Heritage:

1. Started brush pick up
2. Finished sweeping the roads
3. Started lawn mowing
4. Completed our road work scheduled for 2019
5. Patching pot holes
6. Attended Highway Superintendent's luncheon
7. Clearing of culverts from beaver blockage
8. Removal of all snow plowing equipment
9. Grader scraped both dirt roads
10. Cleaned up trees and down wire from wind damage
11. Serviced all trucks for summer
12. Installed and repaired guard rails thanks to help from the Saratoga County DPW
13. Dealt with multiple high water issues from several inches of rain
14. Removed the four ton signs from the town roads
15. Got all the mowing equipment serviced
16. We had the road side clean up and tree give away
17. We had an employee retire after 30 plus years
18. 811 dig locations - 45 calls

The Highway Superintendent said that they plan to pave sections of Jenkins Road and Acorn Drive this Wednesday and Thursday. He also said that he is looking into purchasing a tamper, and will have information for the Town Board at the next meeting if he chooses to purchase one.

Councilman Grasso extended appreciation to Lee Bramer who recently retired from the Highway Department after 30 plus years of service.

Parks – David Pohl said that the parks are too wet for the Committee to do their annual walk through. They plan to replace basketball nets this year.

Historian – Marv Livingston said that there were 21 attendees for the annual flag marking of veteran graves in the Charlton cemeteries. He thanked Pat Motel and Larry Leone, owners of Gadsden and Culpepper for their donation again this year of the 28 dozen cemetery flags. Mr. Livingston shared some historical information regarding previous wars.

Councilman Robbins said that there is a need for people/groups to march in the Founders Day parade on June 2nd. The Saratoga County Veterans float will be in the parade and any veterans that wish to ride the float can report for the lineup.

Councilman Robbins said that he recently attended the Association of Towns sponsored Finance School done by the State Comptroller's office. He found the information to be very informative and said it will be helpful especially at budget time and if the Town wanted to start any capital reserve funds.

BHBL Community Library – Colleen Smith gave the following report:

1. The library's 2018 Annual Report to the Public is now available on the library's website, in print at the library or at the Charlton Town Hall.
2. Registration for Summer Reading Volunteers starts on May 20 at 4:00 pm. Students must register for a mandatory training session on June 6 at 4:00 pm or June 10 at 6:30 pm. The program is open to students entering grades 6-12.
3. Author Louise Miller will visit the library on Monday May 20 at 6:30 pm. Ms. Miller is the author of *The City Baker's Guide to Country Living* and *The Late Bloomers' Club*. She is a pastry chef who lives, writes, and bakes in Boston, MA. This event, including pastry-themed refreshments, is supported by the Friends of the Library. Registration online or at the library is requested.
4. The library's book sale and spring fling basket raffles were record setting fundraisers this spring. Thank you to the Friends of the Library, library staff, and volunteers who assisted with these wonderful fundraisers.
5. The library will be closed on Monday, May 27 for Memorial Day.

Zoning – For the month of April, there were 5 Building Permits and 1 C/O issued, and \$375.00 in fees collected. They have completed a 4 year trend report which Councilman Ranaletto will review and then share with the Board.

Constables – In April there were 38 patrols, 11 complaints received, 6 911 calls, 1 accident & 3 EMT/Fire calls responded to. 3,900 miles were traveled, and 52 tickets were issued (20 issued on Route 67).

Dog Control – In April, there were 9 calls received; 1 pertaining to other animals, 4 expired licenses followed up on, and 6 dogs returned to owners.

Party in the Park – The committee is gearing up for the event. The bands this year are the Melody Makers and the Rogues.

Planning Board – Councilman Grasso said that there was no April meeting, but the Board will meet on May 20th and do a courtesy review of the application for a new fire station by the Charlton Fire District #1, and also work on a 2 lot subdivision.

Cell Advisory Committee – Bert Wilson said that the committee has been meeting for about 3 months. They are looking at ways to enhance cell service and underserved broadband areas. The committee is preparing feedback for the Town Board. Verizon did a balloon test on May 9th and flew the balloons at 120,140 and 160 feet. He said that Senator Tonko recently signed legislation regarding rural broadband. The committee will look into that and see if that is something that they can work on. Councilman Grasso said that the proposed cell tower at 764 Charlton Road would be 120 feet. The Town Engineer also took pictures of the balloon test for added accuracy.

Councilman Grasso said that he attended the Association of Towns sponsored Finance School done by the State Comptroller's office. He said it was excellent, and feels that all Board members should attend the training as it highlights their fiscal responsibilities.

MOTIONS, RESOLUTIONS, AND AUTHORIZATIONS

**RESOLUTION #103
RESOLUTION FOR BUDGET TRANSFER, GENERAL FUND**

Motion by Councilman Grasso
Seconded by Councilwoman Heritage

Roll Call: Councilman Grasso: Aye, Councilwoman Heritage: Aye, Councilman Ranaletto: Aye, Councilman Robbins: Aye, Supervisor Grattidge: Aye. **CARRIED**

05/13/2019

**Resolution # 103
Resolution for Budget Adjustments/Transfer of Funds**

To cover the cost of replacing all of the outdated fire alarms at Town Hall, and to add carbon monoxide detectors as well, the Town is transferring monies from the Equipment account that had been earmarked to cover the cost of a new server. The server expense will now be delayed until next, budget year. Be it resolved that the Supervisor is authorized to make the following transfers:

For Budget Year 2019, General Fund,

Increase expenditure account, A1620.411, Buildings-Contractual, by \$8,689.00
Decrease expenditure account, A1680.2, Equipment-Computer Hardware, by \$8,689.00

Moved by	Councilman Grasso	Voting:	Councilman Grasso	Aye
			Councilwoman Heritage	Aye
Seconded by	Councilwoman Heritage		Councilman Ranaletto	Aye
			Councilman Robbins	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: May 13, 2019

Brenda Mills, Town Clerk

**RESOLUTION #104
RESOLUTION AUTHORIZING THE EXPENDITURES FOR REPAIR AND IMPROVEMENT OF TOWN HIGHWAYS AUTHORIZED BY SECTION 284 OF THE NEW YORK STATE HIGHWAY LAW**

Motion by Councilman Ranaletto
Seconded by Councilman Robbins

Roll Call: Councilman Grasso: Aye, Councilwoman Heritage: Aye, Councilman Ranaletto: Aye, Councilman Robbins: Aye, Supervisor Grattidge: Aye. **CARRIED**

TOWN OF CHARLTON
COUNTY OF SARATOGA
STATE OF NEW YORK

RESOLUTION NO. 104
May 13, 2019

A RESOLUTION AUTHORIZING THE EXPENDITURES FOR REPAIR
AND IMPROVEMENT OF TOWN HIGHWAYS AUTHORIZED BY
SECTION 284 OF THE NEW YORK STATE HIGHWAY LAW

WHEREAS, New York State Highway Law Section 284 requires that expenditures for the repair and improvement of Town highways requires that an agreement between the Town Board and the Town Superintendent of Highways be signed, and

WHEREAS, such agreement between the Board and Superintendent shall be in writing, signed in duplicate by a majority of the members of the Town Board and by the Town Superintendent of Highways before the agreement shall take effect, and,

WHEREAS, one of the duplicate agreements between the Town Board and Superintendent of Highways shall be filed in the Office of the Town Clerk and one duplicate original agreement shall be filed in the Office of the Superintendent of Highways.

NOW THEREFORE BE IT RESOLVED, that the Town Board and Superintendent of Highways shall execute an agreement for the expenditure of highway monies pursuant to Section 284 of the Highway Law, which agreement is attached to this resolution and made a part hereof as if more fully set forth herein, setting forth the expenditures to be set aside in the sum of \$133,583.86 and describing the Town highways on which repair and improvements shall be made during calendar year 2019, and

BE IT FURTHER RESOLVED that the filing of such agreement shall be made according to the terms of the resolution hereby approved.

Moved by	Councilman Ranaletto	Voting:	Councilman Grasso	Aye
			Councilwoman Heritage	Aye
Seconded by	Councilman Robbins		Councilman Ranaletto	Aye
			Councilman Robbins	Aye
			Supervisor Grattidge	Aye

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Dated: May 13, 2019

Brenda Mills, Town Clerk

RESOLUTION #105
BUDGET AMENDMENT – HIGHWAY

Motion by Councilman Grasso
Seconded by Councilman Robbins

Discussion: Supervisor Grattidge said that estimated amounts were included in the 2019 budget but the actual amounts received were \$4,900 higher than anticipated.

Roll Call: Councilman Grasso: Aye, Councilwoman Heritage: Aye, Councilman Ranaletto: Aye, Councilman Robbins: Aye, Supervisor Grattidge: Aye. **CARRIED.**

5/13/19
Resolution #105
Budget Amendment

Be it resolved that the Supervisor is authorized to make the following budget amendments:
For Budget Year 2019 - Highway

Amend 2019 budget to increase the CHIPS, State Aid revenue account DA3501, in the amount of \$4,919.86 represented by the below, line amounts:

CHIPS for 2019 – \$108,758.62

Pave NY 2019 - \$24,825.24

Amend 2019 budget to increase Road Construction – Equipment/CHIPS, expenditure account DA5112.2, in the amount of \$4,919.86.

Moved by	Councilman Ranaletto	Voting:	Councilman Grasso	Aye
			Councilwoman Heritage	Aye
Seconded by	Councilman Robbins		Councilman Ranaletto	Aye
			Councilman Robbins	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: May 13, 2019

Brenda Mills, Town Clerk

RESOLUTION #106

RESOLUTION TO AUTHORIZE THE HIGHWAY SUPINTENDENT TO PURCHASE A 1985 JOHN DEERE 450E CRAWLER DOZER

Motion by Councilman Ranaletto

Seconded by Councilman Robbins

Discussion: Councilman Robbins thanked the Highway Superintendent for searching for this piece of equipment and for traveling to New Hampshire to look at it.

Roll Call: Councilman Grasso: Aye, Councilwoman Heritage: Aye, Councilman Ranaletto: Aye, Councilman Robbins: Aye, Supervisor Grattidge: Aye. **CARRIED**

TOWN OF CHARLTON
COUNTY OF SARATOGA
STATE OF NEW YORK

RESOLUTION NO. 106

May 13, 2019

**A Resolution to Authorize the Highway Superintendent to Purchase
a 1985 John Deere 450E Crawler Dozer**

BE IT RESOLVED that the Town Board hereby authorizes the Highway Superintendent to purchase a 1985 John Deere, model 450E, Crawler Dozer from Janet Faucher of Hinsdale, NH, at a price of

\$14,000.00 which includes delivery. This purchase will be funded through expense account DA5130.2, Machinery-Equipment.

Moved by	Councilman Ranaletto	Voting:	Councilman Grasso	Aye
			Councilwoman Heritage	Aye
Seconded by	Councilman Robbins		Councilman Ranaletto	Aye
			Councilman Robbins	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: May 13, 2019

Brenda Mills, Town Clerk

RESOLUTION #107
RESOLUTION AUTHORIZING THE EXPENDITURE OF THE SUM OF \$4,830.15 FROM THE TOWN OF CHARLTON PARKS REPAIR RESERVE FUND

Motion by Councilman Grasso
Seconded by Councilwoman Heritage

Roll Call: Councilman Grasso: Aye, Councilwoman Heritage: Aye, Councilman Ranaletto: Aye, Councilman Robbins: Aye, Supervisor Grattidge: Aye. **CARRIED**

TOWN OF CHARLTON
COUNTY OF SARATOGA
STATE OF NEW YORK

RESOLUTION NO. 107
May 13, 2019

RESOLUTION AUTHORIZING THE EXPENDITURE OF THE SUM OF \$4,830.15 FROM THE TOWN OF CHARLTON PARKS REPAIR RESERVE FUND

WHEREAS, on April 22, 2019, the Town Board approved a resolution setting a public hearing regarding the expenditure of funds from the Parks Repair Reserve Fund for the Town of Charlton, and

WHEREAS, the Town Board held the public hearing at 7:15 P.M. on May 13, 2019, in compliance with Town Law, and

WHEREAS, the Town Board determined following the public hearing that it was in the best interest of the Town residents to purchase a mower to maintain the Town parks.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board is hereby authorized to appropriate the sum of \$4,830.15 from the Town of Charlton Parks Repair Reserve Fund to purchase a mower to maintain the Town parks.

Moved by	Councilman Grasso	Voting:	Councilman Grasso	Aye
			Councilwoman Heritage	Aye
Seconded by	Councilwoman Heritage		Councilman Ranaletto	Aye
			Councilman Robbins	Aye
			Supervisor Grattidge	Aye

The resolution was duly adopted on May 13, 2019.

Brenda Mills, Town Clerk

RESOLUTION #108
BUDGET AMENDMENT – TRANSFER FROM PARK REPAIR RESERVE FUND

Motion by Councilman Robbins
Seconded by Councilman Grasso

Roll Call: Councilman Grasso: Aye, Councilwoman Heritage: Aye, Councilman Ranaletto: Aye, Councilman Robbins: Aye, Supervisor Grattidge: Aye. **CARRIED**

05/13/19

Resolution #108

Budget Amendment

Budget Year 2019, General Fund

Transfer from Park Repair Reserve Fund

In order to purchase a Ferris, Walk Behind Mower from Randall Implements Co., Inc. for \$4,830.15, which the highway department will use in the maintenance of the town’s parks,

BE IT RESOLVED that the Supervisor is authorized to make the following transfer from:

A-230 Park Repair Reserve Fund, to be transferred to
A-7110.2 Parks-Equipment, in the amount of \$4,830.15.

Moved by	Councilman Robbins	Voting:	Councilman Grasso	Aye
			Councilwoman Heritage	Aye
Seconded by	Councilman Grasso		Councilman Ranaletto	Aye
			Councilman Robbins	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: May 13, 2019

Brenda Mills, Town Clerk

RESOLUTION #109

BUDGET TRANSFER – GENERAL FUND – PARK FEE INCOME

Motion by Councilman Ranaletto

Seconded by Councilman Robbins

Roll Call: Councilman Grasso: Aye, Councilwoman Heritage: Aye, Councilman Ranaletto: Aye, Councilman Robbins: Aye, Supervisor Grattidge: Aye. **CARRIED**

05/13/19

Resolution # 109

GENERAL FUND

Transfer of Park Fees

BE IT RESOLVED that the Supervisor is authorized to make the following transfer:

From Park fees collected in

2016 - \$4,800.00

2017 - \$4,800.00

2018 - \$9,600.00

held in Town of Charlton account, A-2089 Other Culture and Recreation Income, be transferred to

A-230 Park Repair Reserve Fund (per resolution #146 dated 9/9/13), in the amount of \$19,200.00.

Moved by	Councilman Ranaletto	Voting:	Councilman Grasso	Aye
			Councilwoman Heritage	Aye
Seconded by	Councilman Robbins		Councilman Ranaletto	Aye
			Councilman Robbins	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: May 13, 2019

Brenda Mills, Town Clerk

RESOLUTION #110

A RESOLUTION AUTHORIZING THE APPOINTMENT OF A TEMPORARY HIGHWAY EMPLOYEE FOR THE TOWN OF CHARLTON HIGHWAY DEPARTMENT

Motion by Councilman Grasso

Seconded by Councilman Robbins

Discussion: Councilman Robbins asked if the appointment can be done in the Organizational Resolutions. Supervisor Grattidge said that there has not been continuity of the same person filling the position, but it can be done if the same person continues to fill the position.

Roll Call: Councilman Grasso: Aye, Councilwoman Heritage: Aye, Councilman Ranaletto: Aye, Councilman Robbins: Aye, Supervisor Grattidge: Aye. **CARRIED**

TOWN OF CHARLTON
COUNTY OF SARATOGA
STATE OF NEW YORK

RESOLUTION NO. 110

May 13, 2019

A RESOLUTION AUTHORIZING THE APPOINTMENT OF
A TEMPORARY HIGHWAY EMPLOYEE FOR THE
TOWN OF CHARLTON HIGHWAY DEPARTMENT

WHEREAS, Highway Superintendent Marshall Heritage has requested that he be authorized to appoint a temporary employee in order to effectively provide the services required to the residents of the Town of Charlton by the Town’s Highway Department.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby authorizes the Highway Superintendent, Marshall Heritage, to make the appointment of Richard Snyder as a temporary highway employee for 2019, in order to provide necessary Town services and which temporary appointment shall be paid at the rate of \$16.00 per hour and which temporary appointment shall provide no other benefits to the temporary employee.

BE IT FURTHER RESOLVED, that this temporary appointment shall include no vested rights to this position.

Moved by	Councilman Grasso	Voting:	Councilman Grasso	Aye
			Councilwoman Heritage	Aye
Seconded by	Councilman Robbins		Councilman Ranaletto	Aye
			Councilman Robbins	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: May 13, 2019

Brenda Mills, Town Clerk

ABSTRACT OF CLAIMS

RESOLUTION #111

Approval of Abstract of Claims

Motion by Councilwoman Heritage

Seconded by Councilman Ranaletto

BE IT RESOLVED that the Town Board audited **Abstract #109**, voucher numbers 286 - 336 in the amount of \$51,444.18 and **Abstract #10**, voucher number 1001 & 1002 in the amount of \$8,777.56.

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

PRIVILEGE OF THE FLOOR

Bert Wilson, Cherry Lane, said that there has been changes made to the STAR program in 2019, which affects that amount of tax deductions. There are STAR exemptions and credits. He wanted to make sure that the Town Assessor was aware.

Suzanne Voight , Dawson Road, said that she attended a conference recently about invasive species and will pass information along if the Board is interested.

Lael Breshears, Jockey Street, asked about safety concerns at Party in the Park. The Board said that there is a large police and fire department presence at the event.

RESOLUTION #112

Motion to adjourn the meeting

Motion by Councilman Grasso

Seconded by Councilman Ranaletto

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

The meeting adjourned at 8:37 p.m.

Respectfully submitted,

Brenda Mills
Town Clerk