

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

**March 12, 2018**

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, Councilman Hodgkins, Councilman Ranaletto, Supervisor Grattidge, Town Clerk Brenda Mills, Attorney Van Vranken.

**APPROVAL OF MINUTES**

**RESOLUTION #67**

**Approval of Minutes**

Motion by Councilman Grasso

Seconded by Councilman Ranaletto

BE IT RESOLVED that the Town Board has approved the minutes of the Town Board Agenda Meeting on February 26, 2018.

Vote: All Ayes, No Nays. CARRIED

**PRIVILEGE OF THE FLOOR FOR AGENDA ITEMS**

No one chose to speak.

**ABSTRACT OF CLAIMS**

**RESOLUTION #68**

**Approval of Abstract of Claims**

Motion by Councilman Grasso

Seconded by Councilman Ranaletto

BE IT RESOLVED that the Town Board has approved the payment of bills as presented in Abstract No. 105, voucher numbers 155 – 182 in the amount of \$33,155.88.

Vote: All Ayes, No Nays. CARRIED

**TOWN CLERK'S REPORT**

The Town Clerk's office took in \$532.50 for the month of February. \$443.78 was paid to the Supervisor's office, and \$88.72 was paid to other Governmental agencies.

April 9<sup>th</sup> is NYS Yellow Ribbon Day. The yellow ribbon is a symbol of waiting or hoping for the return of a loved one and showing support to our military personnel deployed around the world. In conjunction with the County

Clerk's office, the Town Clerk's Office will have a box for donations to fill Freedom Boxes to be sent to our deployed troops stationed around the world. The box will be available March 12<sup>th</sup> till April 5<sup>th</sup>.

**RESOLUTION #69**

**Acceptance of the Town Clerk's Report**

Motion by Councilman Ranaletto

Seconded by Councilman Grasso

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 February, I attended 3 Town meetings and 4 County meetings. Some of the highlights of the month:

- Attended normal Town and County meetings
- Attended the Association of Towns Annual meeting in NYC
- Worked on the NYS Bridge Grant Project
- Had a meeting on the BH Summer Rec. program

The Supervisor confirmed that the Board has received the monthly financial reports and the bank reconciliation report.

(see financial report on next page)

Supervisor Grattidge said that the Town Board will be voting on the resolution for the Deferred Compensation program for the Town employees tonight. It is a voluntary program for retirement savings for employees with no cost to the Town.

03/08/2018 12:26:44

**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 February, 2018:

DATED: March 8, 2018

SUPERVISOR

	Balance 01/31/2018	Increases	Decreases	Balance 02/28/2018
<b>A GENERAL FUND - TOWNWIDE</b>				
CASH - CHECKING	13,201.66	65,308.17	64,789.16	13,720.67
CASH - SAVING	496,595.16	60,025.08	65,307.05	491,313.19
PETTY CASH	600.00	0.00	0.00	600.00
Park Fees Reserve	41,478.37	2.82	0.00	41,481.19
<b>TOTAL</b>	<b>551,875.19</b>	<b>125,336.07</b>	<b>130,096.21</b>	<b>547,115.05</b>
<b>DA HIGHWAY FUND</b>				
CASH - CHECKING	0.00	71,215.95	71,215.95	0.00
CASH - SAVINGS	-35,898.87	68,347.79	71,065.95	-38,617.03
CASH, SPECIAL RESERVE	15,488.77	0.00	0.00	15,488.77
<b>TOTAL</b>	<b>-20,410.10</b>	<b>139,563.74</b>	<b>142,281.90</b>	<b>-23,128.26</b>
<b>F WATER #1 FUND</b>				
CASH - CHECKING	0.00	6,733.11	6,733.11	0.00
CASH - SAVINGS	393,261.92	612.44	6,733.11	387,141.25
WATER SERIAL BOND	34,343.21	2.63	0.00	34,345.84
CASH, SPECIAL RESERVES	121,373.31	4.66	0.00	121,377.97
<b>TOTAL</b>	<b>548,978.44</b>	<b>7,352.84</b>	<b>13,466.22</b>	<b>542,865.06</b>
<b>SW WATER #2 FUND</b>				
CASH - CHECKING	0.00	117.42	117.42	0.00
CASH - SAVINGS	28,147.99	2.12	117.42	28,032.69
<b>TOTAL</b>	<b>28,147.99</b>	<b>119.54</b>	<b>234.84</b>	<b>28,032.69</b>
<b>TA TRUST &amp; AGENCY</b>				
CASH - CHECKING	8,217.46	40,202.70	37,552.70	10,867.46
<b>TOTAL</b>	<b>8,217.46</b>	<b>40,202.70</b>	<b>37,552.70</b>	<b>10,867.46</b>
<b>H CAPITAL PROJECTS</b>				
	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL ALL FUNDS</b>	<b>1,116,808.98</b>	<b>312,574.89</b>	<b>323,631.87</b>	<b>1,105,752.00</b>

Page 1 of 1

## **ANNOUNCEMENTS**

Supervisor Grattidge said that the Board hired MJ Engineering as the consultants to complete the BridgeNY grant application for the Town to replace the bridge on upper Peaceable Street. The Supervisor said that research shows that this bridge was built around 1936. The application is due March 16<sup>th</sup>. If the Town if awarded the grant, we should be notified in the fall and work would be done in 2019.

## **COMMUNICATIONS**

National Grid has notified the Town that they will begin construction of the new substation project on Lasher Road on March 20<sup>th</sup> with expectations to complete the project by May 31<sup>st</sup>.

Supervisor Grattidge said that the Board received a letter from Andrew Haluska, the new Director of the BHBL Summer Rec program, asking for funding for this year's program. The Supervisor asked for the number of Charlton children that participate. The Board had budgeted money for the Galway program and it looks like a comparable amount for Burnt Hills based on the number of children, and would be about \$1,000.00. The Board will consider using money from Contingency at a later time to fund the payment. Many improvements have been made to the program and the Board is more agreeable to the funding.

Supervisor Grattidge said that a letter was received from the Saratoga County Fair asking permission to put their sign up again this year on the LaRue farm telling the dates of the fair. The sign will only be up for a short period of time.

The Charlton Snowmobile Club is having their Appreciation Dinner on April 14<sup>th</sup>. Councilman Grasso said that he thinks that this year was a better year for the Club, as he did not heard of any concerns on the use of Division Street.

Saratoga Plan has sent their annual report to the Town. The Town Clerk will keep it on file for residents to view.

## **DEPARTMENT, COMMITTEE & COUNCILMAN REPORTS**

Library – Colleen Smith said that the Library recently held a mini golf event which was very successful with over 350 people participating. The library has a Page position available with the minimum age being 16. She encouraged people to “like” the library on Facebook and to subscribe to weekly emails.

ECC – Marv Schorr said that Roadside Clean-up will be done on April 28<sup>th</sup> from 8am to noon, and the free tree seedling give-away will be from noon to 1pm.

BHBL Baseball – Dave Martin from Junior baseball said that the league would like to use the ball field in Elmer Smith Park again this year. He said that the field is a mess, rutted and hard to find the bases. They have some baseball dads that could spend a Saturday working on the field, but they need the Town's help with dirt and equipment. Supervisor Grattidge asked the Highway Superintendent to set up a meeting with Mr. Martin and the Parks Committee to work on what needs to be done.

Zoning – For February there was \$467 collected in fees with a permit value of \$258,000.00. They are currently finalizing the changes and tweaks to the new Zoning software.

Councilman Ranaletto said that he recently attended the meetings of the Saratoga County Youth Board and the Rotary. He also participated in the audits of the Town departments that handle money. He was very impressed with the employees and the quality of their books and attention to detail. Councilman Grasso said that he also conducted some of the audits and feels that the records are well organized.

Cell Tower – Councilman Grasso said that the Board has been trying to get a status from Verizon, and Verizon has finally agreed to meet with him and Supervisor Grattidge.

Planning Board – Councilman Grasso said that they Board has finalized their review of the Stewarts' amended site plan. They requested modifications to the plan for the dumpster enclosure, lighting, additional screening for

the neighbor, and striping on the curb cut. Councilman Grasso said that he will work with Attorney Van Vranken to prepare a resolution for an upcoming meeting for the Board to adopt the amended Exceptional Use Permit site plan. Also, the Board reviewed a subdivision application on Vines Road that needs a variance from the ZBA, a 2 lot subdivision application on Sweetman Road and a 2 lot subdivision on Peaceable Street. The Town has received revised site plans for the Capital Care project based on the comments from the Planning Board. The Planning Board will hear this project again at their meeting next week, and then will provide their comment letter to the Town Board.

Councilman Grasso said that he and Councilman Ranaletto conducted a number of interviews for the Town Board vacancy. It was a thorough process and enlightening to see the interest in the Town. Councilman Grasso said that he would recommend candidate Penny Heritage for the vacant seat. Councilman Ranaletto said that there were some very good candidates and interest in the Town. He looks forward to moving forward with Penny Heritage as a Town Board member. Attorney Van Vranken was asked to prepare a resolution for the next meeting appointing Mrs. Heritage to begin on April 1<sup>st</sup>.

Councilman Hodgkins said that he is planning to transition to his summer home out of Charlton this year and into retirement at the end of the year. He plans to use his family farm on 916 Charlton Road during the transition. He will resign his position as Town Board member effective April 30, 2018. This will give him time to finish his planning of Party in the Park and working on the specs for the new plow truck for the Highway. He said that he has lived in Charlton over 50 years, served on the Planning Board for 9 years, and also 5 years on the Town Board. He will miss Charlton. Supervisor Grattidge said that he regrets to hear this tonight and thanked him for the many years that he has served the Town. Councilman Grasso thanked Mr. Hodgkins for his service and said that he has been a great asset to the Town Highway Department because of his knowledge of equipment and infrastructure. It was a job well done and he will be sorely missed. Supervisor Grattidge said that the Town Board will look to fill Mr. Hodgkins Town Board seat, and they have a pool of candidates that they can begin with.

Councilman Hodgkins said that he met with Dave Meager from Amsure Insurance. Mr. Meager suggested that the Town include particular language under additional insured on the certificates of insurance when there is a large risk of liability.

Party in the Park – Mr. Hodgkins said that the next meeting is March 27<sup>th</sup> at 6:30pm. Everyone is welcome to attend.

Highway – Submitted by Marshall Heritage.

1. Snow Plowing /Salt/ Sanding
2. Continuing Of Shop Cleaning
3. Patching Of Pot Holes
4. Finished Updating Equipment list
5. Fire Hydrant Clearing and Drainage Structures
6. Put up Four Ton Limit Signs
7. Mixing Sand / Salt
8. Cleaning Up At the Pit
9. Greasing Of the Trucks
10. Ford 4630 Tractor Replaced Head Gasket
11. Replaced Lighting in the Town Hall Elevator
12. Took a Truck Load of Electronics to Recycle Facility
13. Washing Trucks

Supervisor Grattidge said that the Amsterdam Transfer Station will cease accepting items from people outside of Montgomery County after March 31, 2018.

Bulk Item Pick-Up – The price that County Waste quoted for the pick-up this year is over \$20,000 and the Board budgeted only \$6,500 based on previous pick-up costs. It is too costly to do the pick-up this year, so the Supervisor has talked with the County and the County has offered large dumpsters and to provide hauling service. It was suggested that the dumpsters be located at the Highway Garage in October, dates will be set, and a few men from the Highway Department would man the dumpsters and help load the items into the dumpster. The Town would have to pay County Waste \$70 per ton for the waste. J-Dog is a service that will offer a reduced rate to Charlton residents to clean out their waste. Residents can also call County Waste to have them pick up things like sofas, for a charge.

Councilman Grasso asked the Highway Superintendent if the Highway Department had a list of salvage items. Mr. Marshall said that there are items that he plans to auction or send for salvage. He will also work on putting together the schedule of roads to be worked on for 2018. He said that he knows that there are plans to work on lower West Line Road and possibly Jenkins Road. Supervisor Grattidge asked him to put this information in the Spring newsletter.

Supervisor Grattidge said that last year the Town received about \$20,000 from the PaveNY program. Mr. Heritage and Supervisor Grattidge said that they have not heard if the Town will receive that money again this year. Mr. Heritage said that he is putting together information for a new used mower and a used grade-all that he would like to purchase. Supervisor Grattidge said that the items need to go out to bid and he asked Mr. Heritage to bring spec sheets for the items to the next meeting and he will ask Attorney Van Vranken to prepare a resolution for a bid opening. Mr. Heritage said for the record that the money is coming from a reserve account from the Snowstorm Stella reimbursement from the State, and not coming from the 2018 budget. The mower will replace the 4630 mower.

Dog Control – In February, there were 2 dogs were seized and returned to owners.

Constables – In February, there were 28 patrols, 16 complaints, 10 911 calls, 2 EID, 4 accidents & 4 EMT calls responded to. 2,233 miles were traveled, and 62 tickets were issued (20 issued on Route 67). The speed wagon has been repaired and will be placed on Charlton Road.

Seniors – Marv Schorr said that the Seniors are currently working on cleaning out the Community Center and getting it ready for the interior painting.

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

### **RESOLUTION #70**

#### **Resolution by the Town Board of the Town of Charlton, Saratoga County, New York, for the adoption of the State of New York Deferred Compensation Plan**

Motion by Councilman Grasso

Seconded by Councilman Ranaletto

Roll Call: Councilman Grasso: Aye, Councilman Hodgkins: Aye, Councilman Ranaletto: Aye, Supervisor Grattidge: Aye. **CARRIED.**

TOWN OF CHARLTON  
COUNTY OF SARATOGA  
STATE OF NEW YORK

RESOLUTION NO. 70

March 12, 2018

### **A RESOLUTION BY THE TOWN BOARD OF THE TOWN OF CHARLTON, SARATOGA COUNTY, NEW YORK, FOR THE ADOPTION OF THE STATE OF NEW YORK DEFERRED COMPENSATION PLAN**

WHEREAS, the Town Board of the Town of Charlton wishes to adopt the Deferred Compensation Plan for Employees of the State of New York and Other Participating Public Jurisdictions (the “Plan”) for the voluntary participation of all eligible employees, and

WHEREAS, the Town of Charlton is a local public employer eligible to adopt the Plan pursuant to Section 5 of the State Finance Law, and

WHEREAS, the Town Board has reviewed the Plan established in accordance with Section 457 of the Internal Revenue Code and Section 5 of the State Finance Law of the State of New York, and

WHEREAS, the purpose of the Plan is to encourage employees to make and continue careers with the Town of Charlton by providing eligible employees with a convenient and tax-favored method of saving on a regular and long-term basis and thereby provide for their retirement.

NOW, THEREFORE it is hereby

RESOLVED, that the Town Board of the Town of Charlton hereby adopts the Plan for the voluntary participation of all eligible employees, and it is further

RESOLVED, that the appropriate officials of the Town of Charlton are hereby authorized to take such actions and enter such agreements as are required or necessary for the adoption, implementation and maintenance of the Plan, and it is further

RESOLVED, that the Administrative Services Agency responsible for this compensation plan is hereby authorized to file copies of this resolution and other required documents with the President of the State of New York Civil Service Commission.

Moved by	Councilman Grasso	Voting:	Councilman Grasso	Aye
			Councilman Hodgkins	Aye
Seconded by	Councilman Ranaletto		Councilman Ranaletto	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

Dated: March 12, 2018

\_\_\_\_\_  
Brenda Mills, Town Clerk

Consent of the Deferred Compensation Board  
Of the State of New York to the  
Town of Charlton's Participation

\_\_\_\_\_  
By:

**RESOLUTION #71**

**A resolution approving the annual accounting by Town Officers and employees**

Motion by Councilman Grasso  
Seconded by Councilman Hodgkins

Roll Call: Councilman Grasso: Aye, Councilman Hodgkins: Aye, Councilman Ranaletto: Aye, Supervisor Grattidge: Aye. **CARRIED.**

TOWN OF CHARLTON  
COUNTY OF SARATOGA  
STATE OF NEW YORK

RESOLUTION NO. 71

March 12, 2018

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 to 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 2017 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 2017.

Moved by	Councilman Grasso	Voting:	Councilman Grasso	Aye
			Councilman Hodgkins	Aye
Seconded by	Councilman Hodgkins		Councilman Ranaletto	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: March 12, 2018

\_\_\_\_\_  
Brenda Mills, Town Clerk

**RESOLUTION #72**

**Authorize use of the volley ball courts in Elmer Smith Park by the Tuesday Try-Athletes**

Motion by Councilman Ranaletto  
Seconded by Councilman Hodgkins

BE IT RESOLVED that the Town Board hereby authorizes the Tuesday Try-Athletes to use the volley ball courts in Elmer Smith Park on Tuesday evenings from May 8<sup>th</sup> until August 29<sup>th</sup>.

Roll Call: Councilman Grasso: Aye, Councilman Hodgkins: Aye, Councilman Ranaletto: Aye, Supervisor Grattidge: Aye. **CARRIED.**

Supervisor Grattidge said that the Charlton Historical Society, along with the Saratoga County Historian and the County Planner, will be showing the documentary film of the making of the Sacandaga Reservoir. They had previous plans to show it at the Historical Society but the presentations were cancelled because of the weather. They have found that there are too many people interested in attending than would fit in their building, so they would like to use the Town Hall meeting room.



**RESOLUTION #73**

**Authorize use Town Hall meeting room by the Charlton Historical Society**

Motion by Councilman Grasso

Seconded by Councilman Ranaletto

BE IT RESOLVED that the Town Board hereby authorizes the Charlton Historical Society to hold their April meeting for the showing of the documentary on the making of the Sacandaga Reservoir in the meeting room of the Town Hall.

Roll Call: Councilman Grasso: Aye, Councilman Hodgkins: Aye, Councilman Ranaletto: Aye, Supervisor Grattidge: Aye. **CARRIED.**

**PRIVILEGE OF THE FLOOR**

Josie Jackson, resident, thanked the Highway Department for replacing her mailbox.

Marv Schorr, resident, thanked Councilmen Grasso and Ranaletto for speaking at the Senior's Meeting regarding the government of Charlton. He was especially pleased to hear that the priority is to keep the communication lines open with residents.

Suzanne Voigt, resident, asked for the location of the Amsterdam Transfer Station. She also stated that she attended the Senior's meeting and she found it very informative. She wished good luck to Councilman Hodgkins.

Penny Heritage, resident, introduced herself to the audience and said that she is happy to be appointed to the Town Board and have the opportunity to serve the residents of Charlton. She has lived on Charlton Road her whole life, grew up on a dairy farm, got her BA in Agriculture, worked for Stewart's Corporation, the Town Clerk's office and most recently for Saratoga Sod. She said she has been very involved in Charlton for a long time, and has been the President of the Charlton Historical Society, is currently the Chairman of the Charlton Republican Committee, West Charlton Presbyterian Church etc. She is very proud of Charlton.

**RESOLUTION #73**

**Motion to adjourn**

Motion by Councilman Ranaletto

Seconded by Councilman Grasso

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

The meeting adjourned at 8:45p.m.

Respectfully submitted,

Brenda Mills  
Town Clerk