

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

February 27, 2017

The Agenda 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. to set the agenda for the March 13th meeting.

Present: Councilman Gay, Councilman Grasso, Councilman Heritage, Councilman Hodgkins, Supervisor Grattidge, Town Clerk Brenda Mills.

RESOLUTION #71
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 #104, voucher numbers 96 - 119, in the amount of \$23,427.54, and Abstract #4, voucher number 4001 in the amount of \$32,130.63

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

RESOLUTION #72
Approval of Minutes

Motion by Councilman Grasso
Seconded by Councilman Heritage

BE IT RESOLVED that the Town Board has approved the Town Board Minutes from the February 13, 2017 meeting..

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

DISCUSSION

The Sales Tax report for the month was \$103,994.00 and the Mortgage Tax was \$19,267.50.

The Board set the date of March 17th for article deadlines for the spring newsletter. They plan to have the newsletter mailed to residents in the first week of April.

Councilman Gay, along with Councilman Heritage agreed to take charge of the audits of the Town departments that handle money. The additional Board members will sit in on the audits as their schedules permit.

Supervisor Grattidge said that he met representatives from Computel Consultants while attending the Association of Towns meeting. Computel offers a service to audit the past 6 years of franchise payments from Time Warner, and their only compensation is 40% of the refund to the Town. Also as part of their service, they will review the proposed franchise agreement and make suggestions for wording changes that may benefit the Town.

RESOLUTION # 73

A Resolution authorizing the Supervisor to sign an Agreement with Computel Consultants

Motion by Councilman Gay

Seconded by Councilman Heritage

BE IT RESOLVED that the Town Board hereby authorizes the Supervisor to sign an agreement with Computel Consultants for the purpose of reviewing the Time Warner franchise payments and agreements. The sole compensation for Computel will be 40% of any refund that they are responsible for recovering.

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

The Board discussed the Exceptional Use Permit application from Stewarts Shops. Councilman Grasso said that Stewarts agreed to move the fuel canopy to the east side. He stated that the project went before the Zoning Board of Appeals and all of the variances were approved. They went before the Planning Board for site plan review and it was well received. The Planning Board has requested additional information for a more detailed review. Councilman Grasso stated that he does not anticipate many more changes to the site plan. The Board made a negative declaration pursuant to SEQR at the last meeting. He said the Town Board can act upon the Exceptional Use Permit application at any time. When the negative declaration was made, there were a number of items that were included in that decision. He reviewed the items with the Board because he said that these would typically be carried over to the decision on the Exceptional Use application:

- 1) Use of colonial style architecture with a shingled roof, clapboard and stone siding and a cupola.
- 2) Use of down light style lights with minimal lighting when Stewarts is not open for business.
- 3) Proposed lighting levels that are the minimum for safety and security.
- 4) Sensitive placement of the building and the fuel canopy such that views towards the church are not obstructed.
- 5) Extensive landscaping throughout the site.
- 6) Restrictions on the usage of interior illuminated LED signage.
- 7) Requiring use of a ground mounted sign.
- 8) Incorporation of a stonewall at the corner of Routes 67 and 147 and inclusion of a Welcome to the Town of Charlton sign.
- 9) Removal of the fueling facilities at the existing Stewart upon completion of the new Stewarts.
- 10) Removal of conversion to an approved use of the existing Stewarts within 2 years of the completion of the new Stewarts.

Councilman Grasso said that he feels comfortable asking the Town Attorney to draft a resolution for the approval of the Exceptional Use Permit together with these conditions for approval.

Burnt Hills Ballston Lake Schools passed a resolution authorizing an Alternative Veterans Exemption for school taxes. Qualified Veterans would file in the Assessors office.

NYMIR, the Town's Insurance Company, is offering loader and backhoe training and mower/chainsaw/chipper safety classes to their clients. The Town Clerk will send the information to the Highway Superintendent.

Tom Parks, Constable, sent a letter to the Board regarding the staffing in the Police Department. They are down 2 constables with the retirement of Mr. Almy and Mr. Schmidt. There is currently a trainee, but it will be a while before he will be ready as an officer. Mr. Parks addressed the Board, and said that he and Gary Parks have been doing extra patrols and also Gary spends a lot of time doing computer work for the office. He requested that Gary be given additional pay or there would need to be less patrols. The Supervisor said that there is \$9,878.00 in the budget for a year's Constable pay. He also pointed out that there are large bills coming in for repairs to the police cars and the money was not budgeted for that. Councilman Grasso said that he understand that Tom Parks is doing additional patrols with no additional pay, but he would be okay if there were fewer patrols. He would be okay with additional pay of half of an additional patrol. Councilman Grasso said that he has always said that with guys retiring, we need to make sure that we do not put ourselves in a position where we could have to incur more expense to bring other people on at different rates. After discussing the issue the Board decided to compensate Gary Parks an additional \$5,000.00 for 2017 for extra patrols and also \$500 additional pay for computer work.

RESOLUTION # 74

A Resolution authorizing the reallocating of \$5,500.00 in the Constable payroll budget to Gary Parks

Motion by Councilman Gay

Seconded by Councilman Heritage

BE IT RESOLVED that the Town Board hereby authorizes the reallocation of an additional \$5,500.00 from Constable- Payroll to Constable Gary Parks salary to cover increased patrols and computer work for 2017.

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

MOTIONS, RESOLUTIONS AND AUTHORIZATIONS

RESOLUTION # 75

A Resolution to establish standard workdays for elected and appointed Town Officials

Motion by Councilman Grasso

Seconded by Councilman Hodgkins

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

TOWN OF CHARLTON
COUNTY OF SARATOGA
STATE OF NEW YORK

RESOLUTION NO. 75
February 27, 2017

**A RESOLUTION TO ESTABLISH STANDARD WORK DAYS
FOR ELECTED AND APPOINTED TOWN OFFICIALS**

WHEREAS, through NYCRR 315.4, the Office of the New York State Comptroller requires municipalities to establish a standard work day for each elected or appointed official who participates in the New York State and Local Employees Retirement System, and

WHEREAS, the Town Board of the Town of Charlton is dedicated to open government and fiscal responsibility in order to ensure that Town Funds are utilized in an efficient and effective manner, and

WHEREAS, elected and appointed officials work for the residents of the Town of Charlton and are accountable to those same residents, and

WHEREAS, the aforementioned regulation of the New York State Comptroller's Office requires that the Town Board of the Town of Charlton reestablish standard work days for elected and appointed officials, and

WHEREAS, attached to this resolution is a document entitled "Standard Work Day and Reporting Resolution" which is in the form requested from and required by the New York State Employees Retirement System Examiner V, Pension Integrity Bureau and which document now sets forth six Town of Charlton employee titles, names, standard work days, terms and other required data which needs to be approved by the Town Board and be submitted to the Employees Retirement System Examiner V, Pension Integrity Bureau.

NOW BE IT RESOLVED, that Town Board of the Town of Charlton hereby establishes the attached standard work day for the required officials and in the format requested by the New York State Employees Retirement System Examiner V, Pension Integrity Bureau, and

IT IS FURTHER RESOLVED, that a copy of the attached document entitled "Standard Work Day and Reporting Resolution" dated February 27, 2017 shall be posted on the Town of Charlton website for a minimum of 30 calendar days, and

IT IS FURTHER RESOLVED, that a copy of the attached resolution be submitted online by way of the New York State Comptroller’s Office Elected & Appointed Officials Reporting (EAOR) Program, which eliminates the need for submitting a hard copy of the resolution and affidavit.

Moved by	Councilman Grasso	Voting:	Councilman Gay	Aye
			Councilman Grasso	Aye
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: February 27, 2017

Brenda Mills, Town Clerk

RESOLUTION #76
A Resolution for 2016 budget adjustment/transfer of funds

Motion by Councilman Grasso
Seconded by Councilman Heritage

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

2/27/16
Resolution # 76
Resolution for Budget Adjustments/Transfer of Funds

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

For Budget Year 2016
Transfer from General Fund Contingent-Contractual fund balance to Highway Department, Fund Balance – Unreserved.

Total \$1,396.18

A1990.4 – General Fund, Contingent-Contractual
To:
DA909 – Highway Dept. Fund Balance - Unreserved

Moved by	Councilman Grasso	Voting:	Councilman Gay	Aye
			Councilman Grasso	Aye
Seconded by	Councilman Heritage		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: February 27, 2017

Brenda Mills, Town Clerk

The Meeting adjourned at 8:08 p.m.

Respectfully submitted,

Brenda Mills
Town Clerk