### Town of Charlton Saratoga County Town Board Meeting

## November 9, 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, Councilman Lippiello, Supervisor Grattidge, Town Clerk Brenda Mills, Attorney Van Vranken.

#### **APPROVAL OF MINUTES**

#### **RESOLUTION #178** Approval of Minutes

Motion by Councilman Hodgkins Seconded by Councilman Gay

BE IT RESOLVED that the Town Board has approved the minutes from the Budget Public Hearing and the Town Board Agenda minutes from October 26, 2015.

Vote: All Ayes, No Nays, Lippiello Abstained. CARRIED

## PRIVILEGE OF THE FLOOR FOR AGENDA ITEMS

No one chose to speak.

## ABSTRACT OF CLAIMS

## **RESOLUTION #179**

Approval of Abstract of Claims Motion by Councilman Grasso Seconded by Councilman Lippiello

BE IT RESOLVED that the Town Board has approved the payment of bills as presented in Abstract No. 119, voucher numbers 583 – 608 in the amount of \$29,991.50.

Vote: All Ayes, No Nays. CARRIED

## TOWN CLERK'S REPORT

The Town Clerk's office took in \$1,642.50 for the month of October. \$579.35 was paid to the Supervisor's Office, and \$1,063.15 was paid to other Governmental agencies.

## RESOLUTION #180 Acceptance of the Town Clerk's Report Motion by Councilman Gay Seconded by Councilman Hodgkins

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 October, I attended 4 Town meetings and 6 County meetings. Some of the highlights of the month:

- Attended normal Town and County meetings
- Worked on preparing the 2016 Town Budget and held a workshop and a Public Hearing on the Budget
- Worked on the Saratoga County 2016 Budget
- Worked on the County takeover of the LFTC public road system
- Attended the Open House for the Charlton School for Girls
- Worked on the 2016 Health Insurance Plan

Supervisor Grattidge said that the current CDPHP health insurance plan for the Town employees will no longer be available for 2016. The Town's insurance broker provided the Supervisor with quotes on 2 alternative plans, of which copies were given to the Town Board, Highway Superintendent and the Town Clerk. The Gold 221 Embrace Health EPO plan was the cheapest recommended plan and includes a 13.8% increase in premiums.

#### RESOLUTION #181 Authorize the Supervisor to select the CDPHP Gold 221 Embrace Health plan for the Town Employees for 2016

Motion by Supervisor Grattidge Seconded by Councilman Hodgkins

Discussion: Councilman Grasso asked if money was included in the 2016 budget for the increase in premiums. Supervisor Grattidge said that an increase of 10% was included but feels that there will be enough in the budget as one purchaser of the insurance in no longer participating, but the money is still in the budget.

BE IT RESOLVED that the Town Board has authorized the Supervisor to select the CDPHP Gold 221 Embrace Health plan for the Town employees for 2016.

Vote: All Ayes, No Nays. CARRIED

Supervisor Grattidge said that the Board had received the monthly financial reports, and confirmed that the Town has received the Key Bank Custodial Statement

(see Supervisor's Financial report on next page).

11/05/2015 12:43:00

## 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 October, 2015:

DATED: November 5, 2015

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				SUPERVISOR		
		<b>Balance</b> 09/30/2015	Increases	Decreases	<b>Balance</b> 10/31/2015	
A GENERAL FUND - TOWN	WIDD					
	WIDE					
CASH - CHECKING		11,175.45	242,078.53	242,075.70	11,178.2	
CASH - SAVING		417,117.56	265,729.46	242,075.70	440,771.3	
PETTY CASH		500.00	0.00	0.00	500.0	
Park Fees Reserve	-	70,329.48	5.68	0.00	70,335.1	
	TOTAL	499,122.49	507,813.67	484,151.40	522,784.7	
DA HIGHWAY FUND						
CASH - CHECKING		0.00	122,025.44	122,025.44	0.0	
CASH - SAVINGS		141,847.26	34,701.13	122,025.44	54,522.9	
CASH, SPECIAL RESERVE		15,471.34	0.00	0.00	15,471.3	
	TOTAL	157,318.60	156,726.57	244,050.88	69,994.2	
F WATER #1 FUND						
CASH - CHECKING		0.00	12,945.12	12,945.12	0.0	
CASH - SAVINGS		230,205.90	2,840.48	12,945.12	220,101.2	
WATER SERIAL BOND		34,293.85	1.46	0.00	34,295.3	
CASH, SPECIAL RESERVES	5	121,231.57	5.15	0.00	121,236.7	
	TOTAL	385,731.32	15,792.21	25,890.24	375,633.2	
SW WATER #2 FUND						
CASH - CHECKING		0.00	261.41	261.41	0.0	
CASH - SAVINGS		26,006.86	4.33	261.41	25,749.7	
	TOTAL	26,006.86	265.74	522.82	25,749.7	
TA TRUST & AGENCY						
CASH - CHECKING		14,135.45	49,153.09	55,429.59	7,858.9	
	TOTAL	14,135.45	49,153.09	55,429.59	7,858.9	
H CAPITAL PROJECTS						
		0.00	0.00	0.00	0.0	
	TOTAL	0.00	0.00	0.00	0.0	

## ANNOUNCEMENTS

The Town offices will be closed Wednesday November 11<sup>th</sup> in observance of Veteran's Day.

The November Town Board Agenda Meeting has been changed to Monday November 23<sup>rd</sup>.

#### COMMUNICATIONS

Saratoga County Co-Operative Extension is hosting a Local Officials Agricultural Tour on Wednesday November 18<sup>th</sup>. Local officials are invited to tour the Eldon Tweed farm in Charlton, a hops farm, and the Willow Marsh Farm in Ballston.

Supervisor Grattidge said that he received an e-mail from the Town Engineer regarding the annual water testing of the Alplaus Kill. Two sites in Charlton were sampled, and the results were good and met the drinking water standards.

The Town has received the 2015-2016 HEAP income guidelines from Saratoga County. This program provides heating and energy assistance to low income people. The Town Clerk will post the information on the Town's bulletin board.

## **DEPARTMENT & COMMITTEE REPORTS**

Constables – In October, there were 28 patrols, 38 complaints, 11 911 calls and 1 EID responded to, 2,069 miles traveled, and 36 tickets issued.

Parks – Dave Pohl said that the Veteran's Memorial Board needs to be cleaned. He called the company that the name plates were purchased from and they said to use a soft brush with mild dish soap. He gave the Board estimates for new medallions for Gideon Hawley Park, quotes for resurfacing the basketball courts and for trimming trees in Elmer Smith Park. Supervisor Grattidge suggested that Mr. Pohl put together a list of all of the projects that he feels need to be done next year, and then a public hearing would need to be scheduled because the money for the projects is in a Reserve fund. The Supervisor said next March would be a good time frame to begin that process.

Water- John Morgan is still waiting for parts from the Phoenix Group to replace the borrowed parts for the radio telemetry system.

Zoning – In October there were 13 Building Permits issued and \$2,480.78 was collected in application fees. 10 CO/CUs were issued with a total value of \$244,000.00.

Highway – Mr. Emerich reported that in October, the department was busy unclogging culverts, patching holes, trimming trees and doing brush pick-up. Supervisor Grattidge said that he drove on Redwood Drive and noticed many cracks in the road. Mr. Emerich said that there are too many cracks for crack sealer, and he hopes to repave that road next year. Councilman Hodgkins asked Mr. Emerich if he had any news about the land adjoining the Highway garage. Mr. Emerich stated that he has talked to the land owner, and he may be willing to sell a small portion of the land north of the sand pile to the Town.

Animal Control – In October, there were 19 complaints, 3 expired licenses followed up on, 1 unlicensed dog seized and impounded, and 3 dog bites reported.

Historian - Marv Livingston said that he is working on the commemorative plaque for Frank Lafforthun and is in need of a good picture of the old gazebo. He also said that while sorting through papers in the Historian's office, he found many obituaries and there should be a good size file when he is done.

Maintenance – Don Smith worked at the Community Center putting plastic over the exteriors of the windows and fixed the problem with the microwave. He worked on lights at Town Hall and fall cleaning of doorways.

# MOTIONS, RESOLUTIONS, AND AUTHORIZATIONS

## RESOLUTION #182 Resolution authorizing adoption by the Town Board of the Town of Charlton of the Town Budget for 2016

Motion by Councilman Grasso Seconded by Councilman Hodgkins

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

TOWN OF CHARLTON COUNTY OF SARATOGA STATE OF NEW YORK

RESOLUTION NO. 182

November 9, 2015

# <u>A RESOLUTION AUTHORIZING ADOPTION BY THE TOWN BOARD</u> OF THE TOWN OF CHARLTON OF THE TOWN BUDGET FOR 2016

WHEREAS, the Supervisor of the Town of Charlton, as Chief Fiscal Officer, in conjunction with the four other members of the Town Board are obligated to prepare and present to the residents of the Town of Charlton an annual budget, and

WHEREAS, the Supervisor and Town Board have reviewed all necessary data with respect to the preparation of a 2016 Town budget, including holding workshops, reviewing current staffing levels of Town employees, and holding a public hearing on October 26, 2015 for the review of the Board's proposed budget for 2016, and

WHEREAS, attached to this resolution is a summary of the Town of Charlton budget for 2016, based on the final analysis and determination by the Town Board of all financial matters affecting the proposed budget, and

WHEREAS, also attached is a listing of all properties affected by the Local Government Exemption Impact Report for fiscal year beginning January 1, 2016 and as required by Real Property Tax Law Section 495 regarding the identification of tax exemptions for properties located within the Town of Charlton.

NOW THEREFORE, BE IT RESOLVED that the Town Board of the Town of Charlton does hereby adopt a 2016 budget, a summary of which is attached to this resolution.

Moved by	Councilman Grasso	Voting:	Councilman Gay	Aye
			Councilman Grasso	Aye
Seconded by	Councilman Hodgkins		Councilman Hodgkins	Aye
			Councilman Lippiello	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: November 9, 2015

Brenda Mills, Town Clerk

RESOLUTION #183 Resolution authorizing a second reduction in the Letter of Credit provided to the Town of Charlton by Bordeau Builders, Inc. as approved on May 11, 2015 by the Town of Charlton Town Board Motion by Councilman Gay

Seconded by Councilman Lippiello

Discussion: Councilman Grasso asked if Bordeau Builders will still be plowing the road this year. Supervisor Grattidge said that the road has not been turned over to the Town yet, so it will be Bordeau's responsibility to plow this winter

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

## TOWN OF CHARLTON COUNTY OF SARATOGA STATE OF NEW YORK

# RESOLUTION NO. 183

November 9, 2015

# A RESOLUTION AUTHORIZING A SECOND REDUCTION IN THE LETTER OF CREDIT PROVIDED TO THE TOWN OF CHARLTON BY BORDEAU BUILDERS, INC. AS APPROVED ON MAY 11, 2015 BY THE TOWN OF CHARLTON TOWN BOARD

WHEREAS, on May 11, 2015, the Town Board approved a resolution which, among other matters, established the requirement of an irrevocable standby letter of credit to be provided by Bordeau Builders, Inc., naming the Town of Charlton as beneficiary and which letter of credit was in the amount of \$335,238.00, and

WHEREAS, on September 28, 2015, the Town Board approved a reduction in the aforementioned letter of credit to the sum of \$249,238.00 and as described in a Town of Charlton Town Board resolution dated September 28, 2015, a copy of which is attached hereto, and

WHEREAS, the Town Engineer has received an additional request from Ingalls & Associates, LLP, engineers for Bordeau Builders, Inc., by letter of October 28, 2015 requesting a second adjustment to the letter of credit from \$249,238.00 to \$164,262.00, and

WHEREAS, the Town Engineer, Michael McNamara of The Environmental Design Partnership, has advised the Supervisor and Town Board by letter of November 2, 2015 (copy attached) that he has reviewed the request from Ingalls & Associates, LLP on behalf of Bordeau Builders, Inc. and has presented his opinion that the existing reduced letter of credit amount can be further reduced to \$164,262.00, subject to the completion of all requirements with respect to Phase III of the Deer Run 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 issued by Ballston Spa National Bank to the Town Board on April 24, 2015, from the sum of \$249,238.00 to the sum of \$164,262.00 based on items completed by Bordeau Builders, Inc. with respect to Phase III of the Deer Run Subdivision.

Moved by	Councilman Gay	Voting:	Councilman Gay	Aye
			Councilman Grasso	Aye
Seconded by	Councilman Lippiello		Councilman Hodgkins	Aye
			Councilman Lippiello	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: November 9, 2015

Brenda Mills, Town Clerk

## **COUNCILMAN REPORTS**

Councilman Gay said that he feels that it is important to going on the land by the Highway Garage, and he is willing to help in whatever way he can.

Councilman Hodgkins reported that he attended the Citizen Preparedness Training held in Malta, and said that about 100 people were in attendance.

## PRIVILEGE OF THE FLOOR

No one chose to speak.

The meeting adjourned at 8:23 p.m.

Respectfully submitted,

Brenda Mills Town Clerk