

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

January 9, 2012

The Regular meeting of the Town Board of Charlton, Saratoga County, New York was held at the Charlton Town Hall and called to order by Supervisor Grattidge at 7:32pm.

Present: Councilman Gardner, Councilman Salisbury, Councilman Verola, Supervisor Grattidge, Town Clerk Brenda Mills, Attorney Van Vranken.

Excused: Councilman Lippiello

Supervisor Grattidge lead the pledge of Allegiance.

APPROVAL OF MINUTES

A motion was made by Councilman Gardner and seconded by Councilman Verola to accept the minutes of the Town Board Agenda Meeting held on December 27, 2011.

DISCUSSION: Councilman Salisbury asked that the Clerk provide verbatim the discussion regarding the usage of the Williamson Accounting Software.

A motion was made by Councilman Salisbury and seconded by Councilman Verola to table the approval of the December 27th minutes and to have the Clerk add the verbatim issue.

Roll Call Vote: Councilman Gardner: Aye, Councilman Lippiello: Absent, Councilman Salisbury: Aye, Councilman Verola: Aye, Supervisor Grattidge: Aye CARRIED

APPROVAL OF ABSTRACT

A motion was made by Councilman Verola and seconded by Councilman Gardner to accept General Fund claim numbers 1-21 as set forth in Abstract #101 in the amount of \$4,783.06.

Roll Call Vote: Councilman Gardner: Aye, Councilman Lippiello: Aye, Councilman Salisbury: Aye, Councilman Verola: Aye, Supervisor Grattidge: Aye CARRIED

TOWN CLERKS REPORT

The Town Clerk reported taking in \$570.00 for the month of December. \$421.82 was the net amount paid to the Supervisor, to reverse an overpayment of \$48.94 to the Supervisor in October which was actually due and paid to DEC. \$99.24 was paid to other Governmental agencies.

A motion was made by Councilman Verola and seconded by Councilman Gardner to accept the Town Clerk's report.

Roll Call Vote: Councilman Gardner: Aye, Councilman Lippiello: Absent, Councilman Salisbury: Aye, Councilman Verola: Aye, Supervisor Grattidge: Aye CARRIED

SUPERVISORS REPORT

For the month of December, I attended 4 Town meetings and 10 County meetings. Some of the highlights of the month:

- Attended normal Town meetings
- Worked on the 2012 Organizational Resolutions
- Worked on the 2012 Saratoga County Budget
- Worked on the 2012 Saratoga County Planning Conference
- Attended a Energy Symposium hosted by Congressman Gibson at the TEC-SMART Campus

The Supervisor also said that the new stainless steel railings have been installed on the Town Hall.

Supervisor Grattidge said that the first quarterly Water Workshop is scheduled for March 5th. He suggested that at that time the Board also have a Budget Update Workshop to review the year-to-date budget. Councilman Salisbury asked that minutes be taken at the Workshops. Supervisor Grattidge said that these are special meetings that the Town Clerk is not responsible for. He asked to Board to find a minute taker.

The Supervisor said that the Communications Committee had previously suggested that the Board provide an opportunity for the public to meet with the Board on a more casual basis, other than a Monday evening. He said that he thought this could be done quarterly and he is willing to be here for this on March 10th from 10 a.m. and 11 a.m. He will provide coffee if residents would like to come in and have a cup of coffee and talk. He said that the County also would like to do some outreach with the County budget, so maybe a County representative could come.

The Supervisor has contacted the company that has done the bulk item pick-up and they have tentatively schedule April 30th through May 4th. The spring newsletter should be out by April 15th so that this information can get out to the residents. He asked Councilmen Lippiello and Verola to get a memo out to departments that the article deadline is March 15th.

	<u>REVENUE</u>	<u>EXPENSES</u>
<u>General</u>	98,767.11	104,578.09
<u>Highway</u>	43,230.84	42,473.58
<u>Water Dist. 1</u>	99.37	251,288.38
<u>Water Dist. 2</u>	6 80	215.67
<u>Town Hall Project:</u>		
H-Fund	17,000.93	17,262.50

PRIVILEGE OF THE FLOOR REGARDING AGENDA ITEMS

No one chose to speak.

ANNOUNCEMENTS

The Town offices will be closed Monday, January 16th for Martin Luther King Day.

There will be a Career Fair featuring Global Foundries on January 12, 2012 from 4:00pm to 7:00pm at the Saratoga County Administration Building.

There will be a Saratoga County Planning Conference on January 25, 2012.

COMMUNICATIONS

The Supervisor received a letter from Couch White, Attorneys, which states that Supreme Court has denied Architect Paul Vosburgh's motion for summary judgment seeking the dismissal of the cause of action for tortious interference of judgment. This means that Vosburgh will also be a party defendant, along with the Town. The case may begin in Saratoga County Courts sometime this spring.

DEPARTMENT AND COMMITTEE REPORTS

Constables – For the month of December there were 27 patrols, 30 complaints, 6 911 calls, 2 accidents and EMT calls, 17 tickets were issued.

Zoning – For December there were 5 building reports issued and 1 zoning permit. They collected \$639.78, and 13 CO/CCs were closed. For the year of 2011, there was \$9,927.18 collected in building fees and \$990.00 collected in zoning fees for a total of \$10,917.18. 110 CO/CUs were closed.

Planning Board – There will be a Public Hearing on January 16th for the special use permit application by Carl Pickett.

Councilman Salisbury said that he like the annual report that Zoning Department prepared, and he would like to see every Department do an annual report like that.

ZORC – Mr. Schorr said that they Committee has completed their draft of recommendations.

Charlton Seniors – Two of the Charlton Assessors will speak to the Seniors on January 11th. All residents are welcome.

MOTIONS, RESOLUTIONS, PROCLAMATIONS AND AUTHORIZATIONS

A motion was made by Councilman Verola and seconded by Councilman Gardner that **Resolution No. 50** - A RESOLUTION ADOPTING THE SARATOGA COUNTY MULTI-JURISDICTIONAL ALL HAZARD MITIGATION PLAN be approved.

Roll Call: Councilman Gardner: Aye, Councilman Lippiello: Absent, Councilman Salisbury: Aye, Councilman Verola: Aye, Supervisor Grattidge: Aye. CARRIED

A motion was made by Councilman Verola and seconded by Councilman Gardner that **Resolution No. 51** - A RESOLUTION AUTHORIZING A TRANSFER OF FUNDS NECESSARY TO PROVIDE SUFFICIENT FUNDING FOR THE HIGHWAY DEPARTMENT TO PAY ITS ACCOUNTS AND PROVIDE REQUIRED SERVICES TO THE TOWN OF CHARLTON be approved.

Roll Call: Councilman Gardner: Aye, Councilman Lippiello: Absent, Councilman Salisbury: Aye, Councilman Verola: Aye, Supervisor Grattidge: Aye. CARRIED

COUNCILMAN REPORTS

Councilman Gardner asked that the Board go into Executive Session to discuss an employee's recent purchase. Supervisor Grattidge said that Executive Session is for personnel or litigation issues, so this discussion would not qualify. The Councilman decided to wait until the Agenda meeting.

PRIVILEGE OF THE FLOOR

Torben Aabo, of 510 Charlton Road said that he thinks that the website is very nice. He asked why: the 2012 Organizational Resolution is not posted yet, he is not receiving an e-mail with the agendas, the September 12th minutes were not posted until November 2nd, and there are no ZBA minutes since April. The Town Clerk said that the Organizational meeting was last week and it has only been four business days since the meeting. She said she just completed the Resolution this evening, and it should go on the website tomorrow. The agendas

were previously sent by the Communications Committee, which has disbanded. The Town did not have the ability to put the agendas on the old website themselves which is why the Communications Committee was getting them to the residents by email. The Town can now put them on the new website prior to the meetings eliminating the need to send emails. Councilman Verola said that the paid Communications position was eliminated this year, and the Town is trying not to spend money on non-essential things.

Mr. Aabo said that he didn't know why all the minutes aren't done verbatim since the Technology Committee suggested transcription software. The Clerk said that the Town never purchased the software.

Mr. Aabo asked how many people reserved the Community Center last year. The Clerk responded that the Charlton Seniors and 2 other people have used the building.

Nancy Wilson, Newman Road – She stated that she is a transcriptionist and takes shorthand. She has done minutes for many years and she has never taken verbatim minutes, since it would be too time consuming and there would be numerous pages of unnecessary information, There would only be a rare occasion that verbatim would be needed if you were looking for particular information.

The meeting adjourned at 8:25 p.m.

Respectfully submitted,

Brenda Mills
Town Clerk

TOWN OF CHARLTON
COUNTY OF SARATOGA
STATE OF NEW YORK

RESOLUTION NO. 50

January 9, 2012

A RESOLUTION ADOPTING THE SARATOGA COUNTY
MULTI-JURISDICTIONAL ALL HAZARD MITIGATION PLAN

WHEREAS, the Town Board of the Town of Charlton has received communication from the Saratoga County Office of Emergency Services informing said Board that Saratoga County has now adopted the Saratoga County Multi-Jurisdictional Multi-Hazard Mitigation Plan, said plan also having been approved by New York State and by FEMA, a copy of which letter and plan summary is attached to this resolution and made a part hereof as if more fully set forth herein, and

WHEREAS, the Town Board has been further advised that in order for the residents of the Town of Charlton to benefit from this plan, the Town Board must adopt a resolution adopting this plan after which adoption said resolution must be forwarded to the New York State Office of Emergency Management (NYSOEM), and

WHEREAS, the Town of Charlton Town Board, with the assistance of Tetra Tech EM, Inc. has gathered information and prepared the Saratoga County Multi-Jurisdictional All Hazard Mitigation Plan, and

WHEREAS, the Saratoga County Multi-Jurisdictional All Hazard Mitigation Plan has been prepared in accordance with the Disaster Mitigation Act of 2000, and

WHEREAS, the Town of Charlton is a local unit of government that has afforded the citizens an opportunity to comment and provide input in the plan and the actions in the plan, and

WHEREAS, the Town of Charlton has reviewed the plan and affirms that the plan will be updated no less than every five (5) years.

NOW BE IT RESOLVED, that the Charlton Town Board hereby adopts the Saratoga County Multi-Jurisdictional All Hazard Mitigation Plan as this jurisdiction's Natural Hazard Mitigation Plan and hereby further resolves to execute the actions in such plan.

Moved by	Councilman Verola	Voting:	Councilman Gardner	Aye
			Councilman Lippiello	Absent
Seconded by	Councilman Gardner		Councilman Salisbury	Aye
			Councilman Verola	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: January 9, 2012

Brenda Mills, Town Clerk

See attachment

**SARATOGA COUNTY
OFFICE OF EMERGENCY SERVICES**

26 West High Street, Ballston Spa, New York 12020
618-886-2232 emergencieservices@saratogacountyny.gov (e-mail) 618-884-4707 (Fax)

Paul E. Lent
Director
Ed Tremblay
Deputy Director

To All Supervisors,
The Saratoga County Multi-Jurisdictional Multi-Hazard Mitigation Plan was just adopted by Saratoga County and approved by the state and FEMA. In order for you town to benefit from this plan, a resolution must be passed adopting the plan. This resolution must be forwarded to the New York State Office of Emergency Management (NYSOEM).

In this packet you will find a Mitigation Plan Fact Sheet, a copy of the Saratoga County Resolution, an example resolution provided by the state, and a CD with your town plan. Adoption resolutions should be sent to the attention of Thomas Abbati at NYSOEM. This can be done by mail (NYSOEM, 1220 Washington Avenue, Albany, NY 12226), email (TAbbati@dhses.ny.gov), or by fax (518.322.4983).

If you have any questions please contact our office and talk with Paul Lent or myself.

Thank you,
Daniel Miller
Emergency Services Specialist
Saratoga County Office of Emergency Services
518-885-2243
dmiller@saratogacountyny.gov

Mitigation Plan Fact Sheet

FEMA, along the New York State Office of Emergency Management, has approved the Saratoga County Multi-Jurisdictional Multi-Hazard Mitigation Plan. Saratoga County passed a resolution to adopt the plan in November. The final step is for your municipality to pass its own resolution to adopt the plan. This plan will allow Saratoga County and its municipalities to become eligible for FEMA funding in mitigation actions.

The Saratoga County Multi-Jurisdictional Multi-Hazard Mitigation Plan was prepared in response to the Disaster Mitigation Act of 2000 (DMA 2000). DMA 2000 requires states and local governments to prepare all hazard mitigation plans in order to remain eligible to receive pre-disaster mitigation funds that are made available in the wake of federally declared disasters. To restate, by not participating in this process and adopting the resulting plan, municipalities and other local governments will not be eligible to receive future pre-disaster mitigation funding. It is also important to remember that pre-disaster mitigation funds are separate and distinct from those federal and state funds used in direct post-disaster relief. The availability of those funds remains unchanged; if there is a federally-declared disaster in Saratoga County, the affected municipalities will still receive immediate recovery assistance regardless of their participation in this plan.

What is "Hazard Mitigation"?

Hazard Mitigation is any action taken to reduce the loss of life and property by lessening the impact of disasters (natural, technological and man-made) (www.fema.gov). It is often considered the first of the four phases of emergency management; mitigation, preparedness, response and recovery.

Mitigation measures fall into the following six general categories:

Prevention: Measures such as planning and zoning, open space preservation, and development regulations, building codes, storm water management, fire fuel reduction, soil erosion, and sediment control.

Property Protection: Measures such as acquisition, relocation, storm shutters, rebuilding, barriers, flood proofing, insurance, and structural retrofits for high winds and earthquake hazards.

Public Education and Awareness: Measures such as outreach projects, real estate disclosure, hazard information centers, technical assistance, and school age and adult education programs.

Natural Resource Protection: Measures such as erosion and sediment control, stream corridor protection, vegetative management, and wetlands preservation.

Emergency Services: Measures such as hazard threat recognition, hazard warning systems, emergency response, protection of critical facilities, and health and safety maintenance.

Structural Projects: Measures such as darns, levees, seawalls, bulkheads, revetments, high flow diversions, spillways, buttresses, debris basins, retaining walls, channel modifications, storm sewers, and retrofitted buildings and elevated roadways (seismic protection).

TOWN OF CHARLTON
COUNTY OF SARATOGA
STATE OF NEW YORK

RESOLUTION NO. 51

January 9, 2012

A RESOLUTION AUTHORIZING A TRANSFER OF FUNDS
NECESSARY TO PROVIDE SUFFICIENT FUNDING FOR
THE HIGHWAY DEPARTMENT TO PAY ITS ACCOUNTS
AND PROVIDE REQUIRED SERVICES TO THE TOWN OF CHARLTON

WHEREAS, the Town of Charlton funding source for the Highway Department Highway Fund comes from revenue received from Saratoga County sales tax distribution and which next distribution is scheduled to be received by the Town on or about February 17, 2012, and

WHEREAS, the Highway Department has current obligations, including but not limited to payroll and certain accounts receivable for which currently there are insufficient funds in the Highway Fund to pay such expenses, and

WHEREAS, in order to provide required funding to the Highway Fund until such time as additional sales tax revenue has been made available, the Town Board has determined that it is in the best interest of the residents of the Town of Charlton to provide additional funding at this time in order to secure the ability of the Town to pay required expenditures for the Highway Department.

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Charlton authorizes the Supervisor to transfer the sum of \$50,000.00 from Town General Fund A-201-1-Cash in Savings to Highway Fund – DA-201-1 - Cash in Savings which accounts have subsidiary accounts A-9901.9 – General Fund – Transfer of Funds to DA-5031 – Highway Fund – Interfund Transfer.

Moved by	Councilman Verola	Voting:	Councilman Gardner	Aye
			Councilman Lippiello	Absent
Seconded by	Councilman Gardner		Councilman Salisbury	Aye
			Councilman Verola	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: January 9, 2012

Brenda Mills, Town Clerk