

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

August 29, 2011

The Agenda meeting of the Town Board of the Town of Charlton, Saratoga County, New York was held at the Charlton Town Hall and called to order by Supervisor Grattidge at 7:30 p.m. to set the agenda for the September 12th Town Board Meeting.

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

APPROVAL OF ABSTRACT

A motion was made by Councilman Verola and seconded by Councilman Gardner to accept General Fund claim numbers 511 - 566 as set forth in Abstract #116 in the amount of \$43,761.37 and General Fund Claim numbers 971 – 973 as set forth in Abstract #9908 in the amount of \$298.98.

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

APPROVAL OF MINUTES

A motion was made by Councilman Verola and seconded by Councilman Salisbury to accept the meeting minutes from the Public Hearing for the Water Department funds transfer on August 8, 2011.

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

A motion was made by Councilman Verola and seconded by Councilman Gardner to accept the meeting minutes from regular Town Board meeting on August 8, 2011.

Discussion: Councilman Gardner said that on page 4 of the minutes a correction needs to be made in the first paragraph listing 15 acres, not 50 acres.

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

ANNOUNCEMENTS

Explore Charlton weekend is September 17th and 18th. The sites to visit are the Stoney Meadows farm and Shade of Green which will be open both days from 1 pm to 4pm. The Town Hall will be open Sunday only.

The Town offices will be closed on Labor Day, September 5, 2011.

On the 10th anniversary of the tragic events of 9/11/01, there is an event called Saratoga County Remembers September 11, 2011 in which the County is asking that a moment of silence be observed at 8:46am.

Congressman Chris Gibson is hosting a Rural Broadband Symposium on September 29, 2011 from 8:30am to 1pm and inviting people that are interested in ideas to get broadband coverage into remote areas where service is not currently available.

NYSERDA is sponsoring a free electronics recycling day on September 10th at 345 Hermes Road in Malta. All Saratoga County residents may participate. The information will be posted on the Town's website and bulletin board.

DISCUSSION

Storm update: The Highway Department is waiting on the restoration of power lines on Division Street so that the road can be repaired. Supervisor Grattidge said that National Grid wants people to call when they have a power outage. The number is 800-867-5222. Statistically, the hurricane affected more power customers than the major ice storm a few years ago.

Councilman Gardner said that he received a survey request from the State regarding cyber security. The Board supported having Councilman Gardner answering the survey.

The sales tax for the month of August was \$97,226 and the mortgage tax was down for the month to \$3,276.

The Town has received estimates for alarm systems for the Community Center and the Highway Garage. The cost for the Community Center is \$4,985.00 plus \$30 monthly for monitoring. The cost for the Highway Garage would be \$4,670.00 plus \$35 monthly for monitoring. The Board decided to get additional quotes and will discuss again at budget time.

The Supervisor said that he read an interesting article about the emerald ash borer, and explained that the purple boxes hanging in the trees is to capture the borers. He asked that the Town Clerk make a copy of the article for the Board members.

Supervisor Grattidge said that Comptroller's Office was at the Town Hall from August 2 through August 4th. The Supervisor said that he requested an exit interview with the Comptroller's Office, however, they told him that due to the fact that they did not find any issues, they would not do an in-person interview. A phone exit interview was done with the Supervisor and his secretary. The Supervisor said that he sent a recap of his notes from the interview to the Board, and also informed the Board that they were welcome to call the Comptroller's office. He said in summary, the Comptroller's office found the bookkeeping in good order, and felt that the Town was in good standing. They did not see a need for an audit, and were happy with the internal controls that this Board has put in place over the past few years. A few minor recommendations included: the Court Clerk to use duplicate receipts, a software change to the Town Clerk's Williamson program, and audit log to be available of all General Ledger entries and check numbers used. They also suggested that the Town look at their long term bonds and see if they could be refinanced at a lower rate. Councilman Verola said that he spoke with Scott at the Comptroller's office and she is waiting for him to get back to her to answer a couple of questions, but it sounded like the Town is doing a pretty good and the internal controls are in good shape. Councilman Lippiello said that he agreed with Councilman Verola that the changes that they have put in place in the past few years covered things as they become aware of them, and led to this kind of report.

NYMIR, the Town's insurance carrier has reviewed the Town's buildings and feels that the Community Center and the Highway Storage Shed are under insured. Currently the Community Center is insured for \$379,000 and they feel that the replacement cost is over \$600,000. The Supervisor will contact the insurance agent to set up a meeting.

The Board received a resignation letter from Penny Heritage terminating her Communications position effective August 31, 2011. The Board discussed how to handle the fall newsletter, and decided that Councilman Lippiello and Verola will handle it.

Supervisor Grattidge said that he will get a tentative budget to the Board by September 26th. The final budget will be voted on November 14th.

Councilman Verola said that some members of the Planning Board have shown interest in attending a training seminar at the end of September, and there is enough money in the budget to cover the expense.

A motion was made by Councilman Verola and seconded by Councilman Gardner to authorize up to 5 Planning Board members to attend the Training Seminar at a cost of \$110 per person.

VOTE: All Ayes, No Nays, CARRIED.

Councilman Lippiello said that he has spoken with Catherine Caine and she has agreed to serve as Chairwoman of the Veterans Memorial Board, and Chuck Latham has agreed to serve on the Board as well. A resolution will need to be done to amend the Organizational Resolution.

Adam from Adirondack Sign brought samples of the PVC trim material that will be used on the new Veterans Memorial sign board. Supervisor Grattidge asked Adam if he was interested in having the Highway Department auger the holes and fill with concrete for the footings. Adam said that he would rather dig the holes with his small Kubota, as the Highway's backhoe is too big and would be too messy. The Board discussed the height of the sign. Further discussion will be held with the Veterans Board Committee and with the Historic District Commission. The Town Board asked for a written proposal and breakdown. Sample of the PVC trim is available at the Clerk's office.

Councilman Lippiello said that the work on the water tower is progressing well. The interior has been painted and a mixer will be added.

Councilman Gardner said that the Zoning Department has updated the ZBA application which clarifies items and simplifies the form. They have asked permission to use the new form. The Board had no objection.

MOTIONS, RESOLUTIONS, PROCLAMATIONS AND AUTHORIZATIONS

A motion was made by Councilman Verola and seconded by Councilman Lippiello that Resolution No. 125 – A RESOLUTION TRANSFERRING \$4,000.00 FROM DA-5130.2 HIGHWAY-MACHINERY-EQUIPMENT TO DA-5110.406 HIGHWAY-DIESEL/GAS FOR ADDITIONAL COST OF FUEL be approved.

Roll Call: Councilman Gardner: Aye, Councilman Lippiello: Aye, 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. 126 – A RESOLUTION TRANSFERRING \$160.00 FROM DA-5130.2 HIGHWAY-MACHINERY-EQUIPMENT TO DA-5140.4 HIGHWAY-MISCELLANEOUS-DRUG TESTING FOR ADDITIONAL COST OF DRUG TESTING be approved.

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

The meeting adjourned at 8:35 p.m.

Respectfully submitted,

Brenda Mills
Town Clerk