

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

March 29, 2010

The Agenda 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 Lippiello, Councilman Salisbury, Councilman Verola, Supervisor Grattidge, Town Clerk Brenda Mills, Attorney VanVranken.

Supervisor Grattidge announced that this meeting is to set the Agenda for the regular meeting of the Town Board on Monday, April 12, 2010.

APPROVAL OF ABSTRACT

Discussion was held regarding discrepancies on some vouchers. Voucher #1187 was pulled from the abstract until further descriptive information is received.

A motion was made by Councilman Verola and seconded by Councilman Gardner to accept General Fund claim numbers 1178-1240 as set forth in Abstract #106 in the amount of \$58,335.97.

VOTE: All Ayes, No Nays. *APPROVED*

A motion was made by Councilman Verola and seconded by Councilman Lippiello to accept General Fund claim number 901 as set forth in Abstract #99103 in the amount of \$30.32.

VOTE: All Ayes, No Nays. *APPROVED*

ANNOUNCEMENTS

The Town offices will be closed April 2nd for the Good Friday holiday.

DISCUSSION

The monthly sales tax was \$73,537, and the mortgage tax was \$10,242.50.

The Board discussed an application submitted by the BHBL Junior Baseball League for reservation of the Elmer Smith Park. The league requested use of the baseball field every Monday through Friday evening from 5pm to 8:30pm, and every weekend from 9am to 1pm, from March 22 until July 1st. The Board said it is not the Town's policy to reserve the park on Sundays, and as long as the field is dry enough for use, they have no problem allowing its use. The only stipulation is that any dates that other residents request, must be allowed by the league, as well as Party in the Park weekend. The Board did not approve reservation of the tennis courts.

The Town has received two bids for cleaning the Community Center. One bid from Kim Parisi was for \$35 per week for partial cleaning, and the other bid was from Dave Kenyon for \$25 per week to clean the main areas. The Board chose to accept the bid from Dave Kenyon.

The Supervisor gave an update regarding the delinquent 2009 water bills. There were 56 delinquent bills and 14 have recently been collected. Supervisor Grattidge suggested that a second notice be sent once the bills become past due. Councilman Verola agreed that this is a good idea.

Supervisor Grattidge announced that the Town has been approved for a \$7,500 member item grant from Senator Farley's office. The Town plans to use the grant to purchase a new copier for the Town Hall.

The Supervisor has received the final copy of the Farmland Protection Plan from Behan Planning. Full copies of the plan will be available for purchase from the Town Clerk's office and available on the website for free. Supervisor Grattidge said that he would like to have brochures printed that highlight the key points of the plan that can be distributed to the public.

A ***motion*** was made by Councilman Lippiello and seconded by Councilman Verola to authorize the Supervisor to get Farmland Protection Plan Brochures printed.

VOTE: All Ayes, No Nays, CARRIED.

The Board discussed amending Local Law #1 of 1978, to expand the dog nuisance regulations. The Board will do further research and revisit this issue again.

The Board discussed briefly the Galway Ambulance taxing district. Attorney Van Vranken mentioned a few items that are of concern, and encouraged the Board to take careful consideration of this issue.

Supervisor Grattidge said that the Town's new insurance carrier pointed out that State Law requires that the Town have a Workplace Violence Policy. He has spoken with the County, and received the County's policy. He has asked the Board and Attorney to look over the information and they can talk about adopting a similar policy for the Town of Charlton.

Supervisor Grattidge said that there is a vacant job position in the Highway Department. Mike Emerich would like to hire a new full-time employee. Supervisor Grattidge recommended that the position be filled with a seasonal worker based on the department's workload. Mr. Emerich said that the person he would like to hire is only interested in full-time employment. Councilman Verola said that if the goal is just to save money by hiring seasonal, she does not feel that the Highway Department is the place to do that.

A ***motion*** was made by Councilman Verola and seconded by Councilman Lippiello to authorize the Highway Superintendent to hire a full-time employee.

Roll call vote: Councilman Gardner: Aye, Councilman Lippiello: Aye, Councilman Salisbury: Aye, Councilman Verola: Aye, Supervisor Grattidge: Nay *Approved*

The Highway Superintendent recommended using an online auction instead of a sealed bid to sell the surplus Highway Department equipment. He said that he feels that the Town would make more money, and there is not cost to the Town for using the auction.

A motion was made by Councilman Verola and seconded by Councilman Gardner to authorize the Highway Superintendent to use the on-line auction service, subject to receiving the agreement with the Auction service. No vote was taken.

Supervisor Grattidge said that the Town received bad news today from Summitt Risk Service. There was a \$2,500 deductible to be paid in the Bascom age discrimination suit.

Councilman Gardner said that he received notice from the Charlton Police Department that they need to do their annual firearms training.

A motion was made by Supervisor Grattidge and seconded by Councilman Verola to authorize the Constables to spend up to \$750 for their annual firearms training.

Vote: All Ayes, No Nays. *Approved*

Councilman Gardner – (tape inaudible) made a comment regarding time sheets for all paid employees.

Councilman Verola – would like a form for the Dog Control Officer to report his calls and visits.

Councilman Lippiello – the Communications Committee is looking at the website and is looking for suggestions.

Councilman Salisbury – at the March 8th meeting a suggestion was made to change the roof and put gables in to eliminate the chance of water damage. It was decided that the Water Superintendent should have the Town Engineer look at the roof and make a recommendation.

Councilman Lippiello asked if the pump transition occurred. Councilman Verola said she heard that the work was done at met the Water Superintendent's satisfaction.

Supervisor Grattidge said that the expenses of the Water Department are exceeding the income. He asked if the Board thought that they should think about increasing the water rates. The Town of Ballston charges \$3.35 per thousand and Charlton charges \$3.15 per thousand. The Supervisor thought that if there was going to be an increase, this would be an appropriate time. Councilman Lippiello thought it was appropriate and really thinks that the Town needs to do it. Councilman Verola would like to wait and raise rates next year.

Councilman Salisbury said that the Salary Ranges for the employees need to be done. Supervisor Grattidge will follow up with the consultant.

Councilman Gardner asked where the Town's Facebook page came from. Supervisor Grattidge said that Chip Ellms was using Facebook for his business advertisting. Chip arranged for the company that handled his internet uses to write it free of charge for the Town. Councilmen Gardner, Salisbury and Verola said that they were unaware of it, and they think that the Town Board should vote on it. Councilman Verola said that she does not know if the Facebook page is appropriate. Councilman Lippiello said that it was discussed at the Communication Committee that she was present at. Councilman Gardner asked who had passwords to the site. Supervisor Grattidge said that Chip Ellms and Penny Heritage had passwords. Councilman Lippiello said that the site lists the events coming up in the Town of Charlton.

MOTIONS, RESOLUTION, PROCLAMATIONS AND AUTHORIZATIONS

A motion was made by Councilman Verola and seconded by Councilman Salisbury that Resolution No. 66 – A RESOLUTION AMENDING THE TOWN OF CHARLTON BUDGET FOR 2010 WITH RESPECT TO THE RECEIPT OF FUNDS FROM A GRANT UNDER THE 2009 JUSTICE COURT ASSISTANCE PROGRAM be approved.

Roll call vote: Councilman Gardner: Aye, Councilman Lippiello: Aye, Councilman Salisbury: Aye, Councilman Verola: Aye, Supervisor Grattidge: Aye *Approved*

A motion was made by Councilman Verola and seconded by Councilman Salisbury that Resolution No. 67 – A RESOLUTION AMENDING THE TOWN OF CHARLTON BUDGET FOR 2010 WITH RESPECT TO THE RECEIPT OF FUNDS FROM NATIONAL GRID FOR DAMAGE CAUSED TO PUMP HOUSE FENCING LOCATED AT 163 STAGE ROAD, TOWN OF CHARLTON, SARATOGA COUNTY, NEW YORK be approved.

Roll call vote: Councilman Gardner: Aye, Councilman Lippiello: Aye, Councilman Salisbury: Aye, Councilman Verola: Aye, Supervisor Grattidge: Aye *Approved*

A motion was made by Councilman Verola and seconded by Councilman Salisbury that Resolution No. 68 – A RESOLUTION AMENDING THE TOWN OF CHARLTON BUDGET FOR 2010 WITH RESPECT TO THE RECEIPT OF FUNDS FROM A LOCAL GOVERNMENT RECORDS MANAGEMENT IMPROVEMENT FUND GRANT (LGRMIF) be approved.

Roll call vote: Councilman Gardner: Aye, Councilman Lippiello: Aye, Councilman Salisbury: Aye, Councilman Verola: Aye, Supervisor Grattidge: Aye *Approved*

A motion was made by Councilman Verola and seconded by Councilman Salisbury that Resolution No. 69 – A RESOLUTION AUTHORIZING THE PURCHASE OF ADDITIONAL HARDWARE FOR A NEW COMPUTER SYSTEM FOR THE NEW TOWN HALL be approved.

Roll call vote: Councilman Gardner: Aye, Councilman Lippiello: Aye, Councilman Salisbury: Aye, Councilman Verola: Aye, Supervisor Grattidge: Aye *Approved*

PRIVILEGE OF THE FLOOR

Laura Linder said that she and Dot Mitchell attended the E-Government Management seminar.

Judge Ketchum asked if a decision was made regarding giving him a key to the vault. Town Clerk and Records Management Officer Brenda Mills said that even though The New York State Department of Archives does not recommend it, and the Records Advisory Board does not allow giving anyone keys to the vault, she will give him a key, with the stipulation that the key will be used for emergency use and after hours, and that a notice be given to the Town Clerk of when the vault was entered. She will need to have the Records Advisory policy changed to state that she is no longer solely responsible for the Town's records. New York State Archives also suggested that she make sure that the New York State Health Department of Health does not have a problem with this request. If all of these things are worked out, she will give the Judge a key to the vault.

Meeting adjourned at 9:28pm.

Respectfully submitted,

Brenda Mills
Town Clerk