

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

**April 26, 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 7:30pm.

Present: Councilman Gardner, Councilman Lippiello, Councilman Salisbury, Councilman Verola, Supervisor Grattidge, Town Clerk Laurie Kruppenbacher and Attorney VanVranken.

Supervisor Grattidge announced that this meeting is to set the Agenda for the regular meeting of the Town Board on Monday, May 10, 2010.

**APPROVAL OF ABSTRACT**

A motion was made by Councilman Verola and seconded by Councilman Gardner to accept General Fund claim number 1273 - 1292 as set forth in Abstract #108 in the amount of \$ 20,931.69.

VOTE: All Ayes, No Nays. CARRIED

A motion was made by Councilman Verola and seconded by Councilman Gardner to accept General Fund claim number 902 as set forth in Abstract #99104 in the amount of \$696.00.

VOTE: All Ayes, No Nays. CARRIED

The supervisor has authorized the following internal transfer:

A-1620.407- Buildings-Electricity to A-1620.411– Buildings-Other in the amount of \$2,000. This account is overdrawn due to the renovations of the community center. Supervisor Grattidge explained \$5,000 was received in a grant and the budget needs to be amended with this grant. Councilman Verola requested the resolution for amending the budget be created for 5/10/10 meeting for board approval.

**APPROVAL OF MINUTES**

A motion was made by Councilman Verola and seconded by Councilman Lippiello to accept the minutes of the Town Board Meeting held on April 12, 2010.

VOTE: All Ayes, No Nays. CARRIED

**DISCUSSION**

The monthly sales tax amount was \$113,525. The mortgage tax was \$10,280.25 for the month. This was a nice improvement over last year.

Supervisor Grattidge referenced the article that was in the Times Union commending the town of Charlton for 88% of its residents mailing back completed census forms. The Gazette stated we were at 89% over the weekend.

NYS Dept of Health provided Tick & Lyme information which will be kept in the Town Clerks Office for those residents that are interested.

The annual service of the fire alarm was completed by Sanders Fire and Safety on 4/23/2010. Testing, cleaning and inspection was done with all signals in full compliance. Councilman Verola requested that a notification of at least 24 hours be given prior to their inspection. Supervisor Grattidge will notify them again of this request.

Behan Communications completed a proof of a pamphlet for the Town of Charlton. This was passed to each Councilman for their perusal. There were no comments

National Grid is installing a new power line between Glenville and Spier Falls. It should be placed in their right a way but may affect several home owners. They are proposing an Open House at Saratoga County Offices at 50 W High Street on May 6, 2010 from 2-4 pm, and 6-8 pm to provide additional information. Letters will be sent to property owners abutting the project. We received a Public Service Commission letter and formal notice regarding a meeting on 5/17/10 where the public will have an opportunity to express their concerns. This hearing is before Ellen Stein to voice opinions. Letter was passed to Attorney VanVranken for review.

Duane Rabideau spoke informally to the board to get them up to speed on what is happening with the Charlton Fire Department's building proposal. After the 2<sup>nd</sup> defeat by only 30 votes they are reevaluating ways to better communicate their building proposal to the residents of Charlton. They determined that their defeat was due to the economy and lack of community awareness. He feels the economy is such that this is the time for a public service project. Prices are lower, contractors are looking for work and they would in turn stimulate the economy. The plan is reissue the referendum summer of 2010. Councilman Lippiello questioned whether they would be submitting the same package. Mr. Rabideau stated that the overall site plan is okay, they wanted less impact on neighbors and more screening. Councilman Verola questioned if the project had been scaled back to lessen economic impact. Mr. Rabideau stated that the fire department transferred \$50,000 from a fund to lessen impact, however proposed fire hall is the same. The scale was already minimized to work for now and last for 25 years. It has been stripped down as much as possible before it was submitted originally. Councilman Salisbury questioned if tax rate would increase with proposed building project. Mr. Rabideau stated they are expecting an increase of \$0.73 per 1000. Supervisor Grattidge commented that the Fire Department is coming in for review with the Planning Board and thanked them for their efforts. He went on to state that the application fee for West Charlton Fire Department was refunded and suggested the board also refund the \$300.00 application fee for Charlton Fire Hall building project.

Supervisor Grattidge requested discussion with the Board and Fire Hall regarding what would happen to the old fire hall building. Many options including but not limited to parking for constables vehicles, water van, state police use. Discussion should be forthcoming and could be beneficial to all parties regarding building use and terms that could also generate revenue for fire hall. Supervisor Grattidge extended an invitation to Mr. Rabideau to have their presentation and information at a table for Party in the Park. This could be a great opportunity to communicate the proposed building project to the general public.

#### **DISCUSSION of RESOLUTIONS:**

At the June Board of Supervisors meeting, they will honor John Kaska as the County's Deceased Veteran Program honorary veteran. Laura Linder stated that John Kaska was the veteran that carved the beautiful eagle at the park. A resolution will be made and voted on at the 5/10/10 meeting.

Laura Linder stated the Founders Day Theme is "Charlton Visual Artists". Don and Dawn Davis will be the grand marshals for the parade. She would like to request a resolution be made for their service.

The town of Milton is hosting the Household Hazardous Waste which will be held on Sat. August 21, 2010. Applications will be available at the Town Hall mid-May. A resolution will be created for the 5/10/10 board meeting.

Duane Rabideau presented the amendment to the exceptional use permit for Michael J Maloney that will reconfigure the back parking lot of the Charlton Tavern and thereby provide an additional 10 parking spaces. He explained the changes and each board member has a new drawing of proposal with proposed lighting. He brought up two issues being worked through:

1. Discussion between Mike and Mrs. Snyder are regarding lighting and ornamental fencing or screening to block the night traffic lights from her house. They are working together so both parties are in agreement. The lighting should be in character with the historical district of the town.

2. The storm water retention pond should be sized appropriately to accommodate 1,5, & 10 year storms. It was explained that this is a water catch to slow down the flow.

Supervisor Grattidge read a statement from the Charlton Planning Board that they discussed this amendment at their 4/19/10 meeting and are in agreement of this request from the Charlton's Tavern is reasonable and should be approved. Councilman Gardner asked how they get the parking use spots that are planned to be utilized correctly with no paving or lines. Mr. Rabideau offered that they may be able to paint lines to get customers used to the new configuration but in actuality the cars are parking as efficiently as possible and at times fit more than anticipated. Councilman Gardner questioned if it gets wet in this area. Mr. Rabideau stated it does get wet but dries up all summer. Councilman Gardner asked if the dumpsters would be in an enclosure. Mr. Rabideau answered yes for both the Tavern and General Store. Councilman Gardner requested footage size. Mr. Rabideau responded that it is about 30ft, close to the rear line, the River Maples probably need to be cut down. Councilman Gardner asked if new proposal uses square footage that is available and if parking pattern was similar. Mr. Rabideau stated yes it does and parking pattern provided no obstruction in or out. There is ample room for turning around for customers and delivery vehicles.

Supervisor Grattidge questioned Attorney Van Vranken on how to move ahead. Attorney Van Vranken stated that when the tweaking is done, they should present to the board the final, finished, revised and labeled copy and we can make an amended resolution to approve on our agenda for 5/10/10. Supervisor Grattidge requested multiple copies of the final map and as much detail regarding the agreement between Mike and Mrs. Snyder to address those issues. At that point an amended resolution will be developed as Attorney Van Vranken stated. Councilman Verola asked for clarification of the screening or fencing or scrub as discussed between Mike and Pam Snyder. Mr. Rabideau ensured that Mike is working with Mrs. Snyder regarding her concerns and will put in place what is necessary and aesthetically pleasing to them both. Councilman Gardner asked if the customer's car lights shine in houses while they park and turn around. Mr. Rabideau stated yes, this is the reason for the fencing, screening etc. discussion.

Supervisor Grattidge presented discussion on behalf of Mike Emerich Highway superintendent to put out a bid for a Wheel Loader. We have the opportunity to upgrade our 1995 wheel loader with 8,000 hours on it for a 2005 JD 624J with less than 3600 hours. The Town of Providence is purchasing a new wheel loader and is selling this one for \$76,400.00. Our trade allowance is \$26,500 leaving a remaining balance of \$49,970.00. Councilman Gardner asked Mike if it will fit in the garage. Mike Emerich stated that it would fit and he inspected it and used it. The Michelin tires are over 50%, bucket has some normal wear and tear with a dent in the back, very good condition. Councilman Salisbury asked why they are selling and if they use it the same as us. Mike Emerich explained that the Town of Providence is purchasing new on a 3 year schedule so they can trade up every three years. They use their loader more than we would. Supervisor Grattidge explained that their usage is different than ours as they have a gravel pit with three other towns. They provide the loader for that operation. Therefore their hours are based on that usage. Councilman Gardner asked what horse power it has. Mike Emerich responded it has 190 turbo. Supervisor Grattidge stated we did not budget in new equipment but we have monies in unappropriated fund balance account available to pay the total balance if

the board chooses. We have the option to spread over a 2 yr period with one payment this year and one next for an additional \$1200.00. Councilman Gardner asked what is our CD rate at this time? Supervisor Grattidge said they are under 2%. The process involves completing a resolution. Attorney Van Vranken said this is a tight time line, only 10 days. Mike Emerich explained the timeline is based on the transfer time of the equipment. Town of Providence is taking delivery of their new John Deere on May 17<sup>th</sup> and they would have their used Wheel Loader delivered to us and our trade in picked up the same day. Councilman Gardner questioned what the issues and costs are with our existing Wheel Loader. Mike Emerich responded with transmission repairs totally \$15,000 plus \$5,000 for tires; pivot pins need attention. Total repairs would be upwards of \$30,000 in the near future. Attorney VanVranken stated this was tight but doable and a legal notice needs to be drafted and sent to the Gazette asap.

Supervisor Grattidge presented the Mechanical Inc. proposal regarding our HVAC punch list which includes approx 160 man-hours @ \$80 hr with materials ranging from \$4,000-\$5,000. Bruce was here as we looked at the punch list. The issues include the automatic dampers, one of the furnaces was not installed correctly, boilers need to be lifted up and reinstalled. We retained approx \$12-13,000 and I suggest we take care of this asap instead of waiting. We can have a resolution drawn up for 5/10/10 to authorize this proposal. The quote was sent to both the architect and the owners rep and hopefully before the resolution we will hear from them if there are any issues. Councilman Lippiello questioned time frame for scheduling. Supervisor Grattidge stated the majority of the work be in one shot as we are between seasons. No reason to prolong. If there are some parts to be ordered work would have to wait for that. The plan is to go through the punch list and get it done. We are in need of documents and some of the schematic drawings for future use. Councilman Gardner stated for the record that there are safety codes that need to be completed first

Supervisor Grattidge wanted to start the dialog from the information we received from NYS Retirement System sent to us. The government wants the town boards to establish what would be the standard work days for employees. The county is using 6 hr work day for elected officials for retirement, tax collector, judges, clerks, assessors. Time sheets for the first three months need to be completed to establish a precedent of schedule. Appointed officials & office officials would establish a 7 hr work day and Highway workers an 8hr work day. Time sheets would continue with these positions too. Councilman Salisbury requested to audit timesheets Supervisor Grattidge will get copies of time sheets for board to review prior to resolution.

Supervisor Grattidge introduced recommendations for color copier, printer scanner for a total of \$4,616.00. We have received approval of the grant funding that was provided through Senator Farley. We can purchase and keep receipts of all items being paid for out of this grant and submit a voucher back to the state for reimbursement. Councilman Lippiello questioned if we were taking the \$550.00 discount or moving the copier upstairs. Supervisor Grattidge stated the copier was being moved upstairs into the copy room. If a machine is found to have a network card they will give it to us but the new machine will have a network card installed. We can authorize a resolution tonight to order the machine.

Attorney Van Vranken brought the Board up to date on the Capital Realty project on Crooked Street. An agreement has been reached between Capital Reality, Town of Charlton and Bordeau Builders. It has a few tweaks but should be through the Attorney's office later this week or later next week. Final agreement will be provided to the board and a resolution can be made for the 5/10/10 meeting. Councilman Lippiello commented that it is good to see this coming to a conclusion.

Councilman Gardner stated that the assessors would like a color, copier, printer to complete photos. George Eggleton stated that he believed one was purchased just a few years ago. Councilman Gardner will look into this.

Laura Linder brought up that the grant money could be used for this. Alan Grattidge clarified that she is speaking of the Records Advisory Grant which has been through many cuts and therefore we are spending more than the amount of the grant.

Mike Emerich & George Eggleston need to replace a water fountain at the park. It will cost between \$300-\$400 to replace. The Supervisor instructed then to bring the pricing to the May 10 meeting.

Councilman Salisbury questioned what needs to be done for John Morgan to hire a part time position for the water department. The budget is \$14.00 an hour and Mr. Morgan would like an increase to \$15.50. Doug expressed that \$14.00 seemed appropriate for this position. Alan answered that the \$14 salary is a fair rate and the position is already approved in the budget so John needs to bring forward a name. After discussion it was agreed by the board that \$14.00 is a fair rate and a resolution is not necessary.

Councilman Salisbury brought up that the Job Description Service was completed and would like to put on the agenda a proposal for salary rate administration program. It would cover most of our job titles. The price for the service would be \$5,000. He would like to have this done before the fall budget time. Councilman Gardner expressed agreement. Councilman Lippiello stated it was an awful lot of money. Councilman Verola said it seems like a lot of money to tell us what to pay our employees. I don't see the need for someone to tell us what we should pay. Councilman Lippiello explained that they use hard numbers from area municipalities in the area, unpublished salaries, they may put more weight on a certain position that we don't. Councilman Verola stated she would like to see the \$5,000 used for something for the town. Supervisor Grattidge agreed the job descriptions are a task we should be doing as elected officials at budget time. We can keep this information on the back burner to utilize in the future if needed.

Councilman Salisbury announced that the National Guard has agreed to provide a static display for Founders Day with a Black Hawk Helicopter at no cost to the town. They will fly in and children will be able to get into the helicopter. They need an authorization signed by the supervisor. Councilman Verola asked if they have seen the location and would fit without problem. Attorney Van Vranken questioned if there would be adequate supervision. Supervisor Grattidge stated this would be quite an attraction to have a Black Hawk Helicopter sitting there. Attorney Van Vranken will make another resolution tonight.

### **MOTIONS, RESOLUTIONS, PROCLAMATIONS**

A motion was made by Councilman Lippiello and seconded by Councilman Verola that Resolution No. 73 – A RESOLUTION AUTHORIZING THE SUPERVISOR TO PURCHASE A KONICA MINOLTA COPIER/PRINTER/SCANNER 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 Lippiello that Resolution No. 74 – A RESOLUTION AUTHORIZING THE SUPERVISOR TO PUBLISH A NOTICE TO BIDDERS REGARDING THE PURCHASE BY THE TOWN OF CHARLTON OF A 2005 JOHN DEERE INDUSTRIAL FOUR WHEEL DRIVE LOADER 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 Salisbury and seconded by Councilman Lippiello that Resolution No. 75 – A RESOLUTION AUTHORIZING THE SUPERVISOR TO SIGN AN AGREEMENT WITH THE UNITED STATES NATIONAL GUARD AUTHORIZING THE PLACEMENT OF A BLACK HAWK HELICOPTER IN THE TOWN PARK ON JUNE 5, 2010 FOR THE TOWN OF CHARLTON'S "PARTY IN THE PARK" EVENT be approved.

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

### **COUNCILMAN REPORTS & DISCUSSION**

Councilman Lippello and Councilman Verola met with the communications committee Monday afternoon. The discussion included remapping the website. John Kelly is willing to donate his time to assist. Councilman Lippello stated that the communication committee had 3 requests:

1. Wants approval to remap the website and that their efforts would not be in vain
2. Wants the board to designate someone to maintain daily website
3. Requests finer definition of purpose and direction of the communications committee

Supervisor Grattidge stated they would be meeting tomorrow 4/27 at 3:00 in the multipurpose room. The board will discuss the committee's purpose and role at this time. Councilman Verola felt that meeting was very positive, but they were not looking for a blanket okay to do whatever. The Board is responsible. Councilman Lippello does not see the committee coming back to board every two weeks with changes, they need a certain amount of authority.

4/28 There will be a meeting regarding sound issues in multipurpose room. Person will be here at 1:30

4/28 Jim Schultz BHBL Superintendent will be meeting with the seniors at 1:30 and then meeting with Supervisor Grattidge at Town Hall at 2:30 regarding the upcoming budget vote and shared services. Two representatives from the School Board would like to come to our May 10<sup>th</sup> meeting to give us an overview of the process of putting together their budget and the upcoming vote.

May 4, 2010 at 7:30, Planning Board will be meeting to discuss Open Space.

There was a request for a workshop the week of 5/4 to discuss the software that was looked at.

Supervisor Grattidge received a phone call from Bruce Downing regarding Jesse Conde Cemetery. They were requesting permission to clean up some of the stones. Laura Linder responded that it is our property but when we clean it up the stones wear faster and we want to keep it as intact as possible. They could volunteer at Pine Grove to cleanup as they still have lots of raking and cleaning to do.

### **PRIVILEGE OF THE FLOOR**

Laura Linder wanted to mention that the copier room was locked on Friday April 23 in the afternoon so she was not able to make copies. On 5/8 they will be placing flags on graves starting on Swaggertown Road.

The meeting adjourned at 9:13pm.

Respectfully submitted,

Laurie Kruppenbacher  
Deputy Town Clerk