

**TOWN OF CHARLOTTE
COUNTY OF CHAUTAUQUA
STATE OF NEW YORK**



The Town Board, Town of Charlotte held a regular Board Meeting on Wednesday, December 11th, 2019 at 7:00 p.m. in the David Vern Luce Community Building Allen Chase, Town Supervisor presiding. Board members present were: Darren Carlstrom, Harold North, Henry Harper Jr. and Mark Abbey. Others present were: Jeff Crossley, Town Justice, Mark LeBaron, Town Highway Superintendent, Sherman Sweeney, Mark Jaquith, Roy & Karen Harvey, Public Access Chautauqua, Marshall & Pattie Greenstein, Earl Riggle, John & Jennifer Conway, and Susan L. Peacock, Town Clerk.

The meeting was called to order.

Prayer was offered by Mark Abbey followed by the Pledge of Allegiance.

Each board member had been given a copy of the minutes of the November 6th, 2019 board meeting. A motion was made by Mark Abbey, seconded by Harold North and with none opposed it carried to accept the minutes as submitted.

A motion was made by Henry Harper, Jr. seconded by Darren Carlstrom and with none opposed it carried to draw warrants on the proper funds in payment of Highway Claims No. 183 to No. 194 in the amount of \$30,047.32 which have been duly audited and to draw warrants on the proper funds in payment of General Fund Claims No. 268 to No. 284 in the amount of \$5068.39 which have been duly audited.

A motion was made by Harold North, seconded by Darren Carlstrom and with none opposed it carried to accept the November 2019 Financial Report prepared for the Town of Charlotte by Bahgat Laurito & Bahgat.

A motion was made by Henry Harper Jr., seconded by Mark Abbey, and with none opposed it carried to authorize the following budget transfers:

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General Fund Townwide

\$	215	FROM TO	A1990.4 A1330.4	Contingent Account Tax Collection Contractual
\$	200	FROM TO	A1990.4 A1410.4	Contingent Account Town Clerk Contractual
\$	25	FROM TO	A1990.4 A1910.1	Contingent Account Special Items Unallocated Insurance
\$	5	FROM TO	A1990.4 A3310.4	Contingent Account Traffic Control Contractual
\$	50	FROM TO	A1990.4 A6410.4	Contingent Account Publicity Contractual

Transfers needed for several miscellaneous budget overages

A motion was made by Darren Carlstrom, seconded by Harold North and with none opposed it carried to authorize the following budget modification:

Highway Fund Townwide

Modify 2019 adopted budget by increasing Revenue Line DA2665 Sales of Equipment by \$12,950 and Increasing Expenditure Line DA5130.4 Machinery Contractual by \$12,950

to reflect funds received and added to machinery repair line

A motion was made by Harold North, seconded by Darren Carlstrom and with none opposed it carried to authorize the following budget modification:

Modify 2019 adopted budget by increasing Revenue Line DA2300 Transportation Svc. Other Governments by \$23,456 and Increasing Expenditure Line DA5130.2 Machinery Equipment by \$23,456

to reflect funds due from other towns for Bucket Truck purchase.

A motion was made by Henry Harper Jr., seconded by Mark Abbey, and with none opposed it carried to authorize Allen Chase, Town Supervisor, to pay GHD invoice



#76016 dated 11/04/19 in the amount of \$6,443.00 out of the escrow account funded entirely by Innogy. This is at no cost to the Town in any way.

A motion was made by Darren Carlstrom, seconded by Mark Abbey, and with none opposed it carried to set the date of the end of year meeting Friday, December 27th, 2019 at 7pm at the David Vern Luce Community Building.

A motion was made by Darren Carlstrom, seconded by Mark Abbey, and with none opposed it carried to set a Public Hearing for the transfer of funds from the Equipment Reserve fund on Friday, December 27th, 2019 at 7pm at the David Vern Luce Community Building.

Discussion was heard on the following:

1. **JUSTICE REPORT:** Justice Jeffrey Crossley reported 30 new charges and 27 closed charges in November. Justice Crossley invited anyone who would be interested in seeing how the Court proceeds to the "Calendar Call" next Tuesday. The Justice email was removed from the website as Court requests cannot be made via email. Court will be closed December 24th and 31st. The following report was submitted:



DISPENSING JUSTICE FOR ALL

Town

		2019	
		NEW CHARGES	CLOSED CHARGES
JAN		36	59
FEB		32	38
MAR		34	32
APR		51	32
MAY		34	29
JUNE		29	32
JUL		11	30
AUG		39	16
SEPT		30	31
OCT		34	35
NOV		30	27
DEC			
TOTAL OPENED CHARGES			TOTAL CLOSED
		360	CHARGES
			361
TOTAL CHARGES TO DATE FOR 2019			721
PETTY CASH FUND IS		\$250.00	
TRAINING COMPLETED			
		Additional Mandatory Judicial Training on New Laws, 3HoursCreditFor4.5HourClass Judge Crossley and Wanda Crossley	
		Mandatory Court Clerk Training at JCC on New Laws November 22, 2019 Judge Crossley and Wanda Crossley	
		Additional Bail Training for Judges, Court Clerks, Lawyers, Law Enforcement, Probation Judge Crossley and Wanda Crossley	



2. **HIGHWAY REPORT:**

- * The Highway Department has been busy plowing and sanding roads.
- * There was a surplus in DB5110.41 so next years sealing stone was purchased and hauled to the Town yard.
- * Replaced right front spring hanger on the #3 truck.
- * Still having issues with the #4 Freightliner, currently still down – for the third time – searching for a bad spot in the wiring harness.
- * Received quote for wiring the new addition and a quote for a new furnace. More quotes are forthcoming.

3. **CLERK REPORT:** October scheduled hours were 34.5 with 36 hours actually worked leaving the total amount of 1.5 hours over the scheduled hours. Town Taxes are being printed by the County and should be available within a week or so. A delinquent dog report was sent to Kris Wiles, DCO for the months of August – October 2019. 2020 Insurance information has been updated. The Town Clerk, Susan L. Peacock, was named Secretary of the Valley Historical Society. Pictures of the views of Charlotte were taken Sunday, December 8th to capture the scenery around the Town before the Wind Turbines are installed. Niagara Candy chocolate bars are available at the Clerk's office for \$1 each to benefit the CCMCA Scholarship program. The following report was presented:



changes that were greater than 500 ft from their originally permitted locations. The approval of both is another milestone for the project.

- 2) Tree clearing is proceeding well and continues along the transmission line corridor in Charlotte and at turbine locations in Cherry Creek.
- 3) JBS is on site performing site evaluations and prep work for mobilization.
- 4) We are pleased to announce that we have signed another contractor to the project, William Charles, who is a sub of IEA White. William Charles will be installing the low voltage collection lines that connect the entire project to the project substation.

The following written update was given by Randy Buntjer:

Hello Cassadaga Project Team and Community Members,

Please see below for today's update along with a look ahead schedule. As this is the first update, I'm sending out I want to give a little more detail on how I plan to do this. Every day on our workdays a Plan Of the Day will be sent out to this group. If you want anyone else added just let me know. By Friday COB a 3 week look ahead schedule will be sent out. The 3 week includes what was completed that week, what the plan is for the next week, and a forecast for the following week. Due to the limited amount of work currently happening onsite, the update will be in email format. As we get into full construction mode, the report will be in an attachment. Any comments or concerns please reach out to me.

For today-

Tree Clearing work activity-

Mechanical Cutting Crew #1 – John Todd – Plank Road Toward T49 (after machine gets moved this morning)

Mat Crew – East Rd.

Seed/Mulch/ECD Crew – Cleland Rd. – Various Locations

Chipping/Mowing Crew #2 – Cleland Rd on Collection

Hand Cutters – Cleland Rd – Transmission Line, Intersection Work

No major impacts to roads or intersections

Civil work activity-



JBS and their sub-contractors continuing to do site evaluations and prep work for their scope of work.

No major impacts to roads or intersections

Erection work activity-

None

Collection work activity-

None

Collection Substation work activity-

None

POI Substation activity-

None

Other General activity-

Geotechnical boring activities for design work happening near Collection Substation and along transmission route

Survey work ongoing

No major impacts to roads or intersections

3 Week Look Ahead from last Friday (2019.12.06)

Tree Clearing work activity-

Mechanical Cutting Crew #1 –

W/E 12-7: Continued cutting Cleland Rd, Moved to East Rd to work on Collection running south

W/E 12-14: Finish clearing at Cleland Rd and East Rd South toward WL-EEEE on collection line, move to Plank Rd and work toward T49, T55, T51

W/E 12-21: Continue cutting Plank Rd toward T49, T55, T51

Mechanical Cutting Crew #2 –

W/E 12-7: Worked on Finishing Erwin Road

W/E 12-14: Start matting collection North from East Road toward Mill Creek Rd.



W/E 12-21: Continue matting collection North from East Road toward Mill Creek Rd.

Hand Cutting Crew –

W/E 12-7: Started transmission between Cleland and Harper, Start intersections #1, #2, #4, #5, #7, #8, #10

W/E 12-14: Continue transmission between Cleland and Harper, Continue intersections #1, #2, #4, #5, #7, #8, #10

W/E 12-21: Continue transmission between Cleland and Harper, Continue intersections #1, #2, #4, #5, #7, #8, #10

Civil work activity-

W/E 11-07: N/A

W/E 12-14: Planning and Site Evaluations site wide with particular emphasis on Cleland Rd Laydown Yard and intersections

W/E 12-21: Start mobilizing equipment to site, craft members start safety and environmental site orientations, and start placing environmental controls in Cleland Rd Laydown area

Erection work activity-

W/E 11-07: N/A

W/E 12-14: N/A

W/E 12-21: N/A

Collection work activity-

W/E 11-07: N/A

W/E 12-14: N/A

W/E 12-21: N/A

Collection Substation work activity-

W/E 11-07: N/A

W/E 12-14: N/A

W/E 12-21: N/A

POI Substation activity-

W/E 11-07: N/A

W/E 12-14: N/A



W/E 12-21: N/A

Other General activity-

W/E 11-07: Survey work ongoing

W/E 12-14: Geotechnical boring activities, Temp MET work, survey work ongoing

W/E 12-21: Survey work ongoing

Also a few "no wind traffic" signs have come up missing around the Town. The remaining signs are being re-enforced with anti-theft devices and the missing signs are due to be replaced as soon as possible.

6. The shared service contract for the Bucket Truck has been signed by the other 3 Towns in the Agreement: The Towns of Ellery, Sheridan and Stockton. All expenses have been divided between the 4 Towns and were invoiced by the Town of Charlotte Town Clerk.

7. The Town and County continue to be alert of dead and/or dying Ash trees on and near the roadways. The Town plans on closing Swanson Rd. after hunting season ends for a day so they can remove any trees posing a danger to the roadway.

8. Supervisor Chase reported he witnessed an empty subcontractor's "lowboy" for the Wind Farm using a portion of North Hill that is not bonded for Wind Farm construction. The driver reportedly did a loop to get to the County Route 77 (Rood Rd.) Wagner site. Because of the length of the vehicle the driver could not properly turn around on County Route 77. The violation was reported to Innogy immediately and accommodations were made as soon as possible.

9. Town Resident Earl Riggle questioned changes in height of Wind Turbines in another County. Supervisor Chase reported that everything is set for our project and no changes would be made in the wind turbines for the Cassadaga Wind Project.

A motion to adjourn was made by Henry Harper Jr., seconded by Harold North and with none opposed it carried. The end of year Town Board Meeting is scheduled for Friday, December 27th, 2019 at 7pm the David Vern Luce Building, 8 Lester St., Sinclairville, NY.

Respectfully submitted

Susan L. Peacock

Town Clerk/Tax Collector/Registrar