

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



The Town Board, Town of Charlotte held a regular Board Meeting on Wednesday, April 8, 2020 at 7:00 p.m. in the Town Highway Department Garage as well as a teleconference call. All information on the change in venue was published in a legal notice on April 3, 2020. Mr. Allen Chase, Supervisor presiding. Board members present were: Darren Carlstrom, Harold North, Mark Jaquith, and Mark Abbey. Others present were: Mark LeBaron, Highway Superintendent, Jeff Crossley, Town Justice, & Susan L. Peacock, Town Clerk. Present via live teleconference: Randy Buntjer, Innogy, Jen & John Conway, and Earl & Joni Riggle.

The meeting was called to order.

Prayer was offered by Mark Abbey followed by the Pledge of Allegiance. An American Flag was donated by Warren Draggett and Gay-Mark Tire & Wheel.

Each board member had been given a copy of the minutes of the March 11th, 2020 board meeting. The motion regarding putting together a bid package for a new roof for the East side of the Highway Building was never completed due to COVID-19 restrictions. This motion will be revisited at a later meeting once the restrictions have lifted. A motion was made by Darren Carlstrom, seconded by Mark Jaquith and with none opposed it carried to accept the minutes as corrected.

A motion was made by Harold North, seconded by Mark Abbey and with none opposed it carried to draw warrants on the proper funds in payment of Highway Claims No. 52 to No. 70 in the amount of \$14,818.92 which have been duly audited and to draw warrants on the proper funds in payment of General Fund Claims No. 109 to No. 131 in the amount of \$6917.89 which have been duly audited.

A motion was made by Darren Carlstrom, seconded by Mark Abbey and with none opposed it carried to accept the March 2020 Financial Report prepared for the Town of Charlotte by Bahgat Laurito & Bahgat,

A motion was made by Darren Carlstrom, seconded by Harold North and with none opposed it carried to temporarily suspend any spending out of the CHIPS account #DB5110.4 to be certain NYS will still be reimbursing monies out of this account used for road upkeep, due to added expenses the COVID-19 outbreak incurred in New York State.

A motion was made by Mark Abbey, seconded by Harold North and with none opposed it carried to amend the Cassadaga Wind Project Road Use Amendment to include: the addition of Hooker Rd. in its entirety with no addition to amount of the bond in place..

A motion was made by Harold North, seconded by Mark Abbey and with none opposed it carried to authorize Allen Chase, Town Supervisor, to pay GHD invoice #77905 dated 3/12/20 in the amount of \$9,174.50 out of the escrow account funded entirely by Innogy. This is at no cost to the Town in any way.

Discussion was heard on the following:

1. **JUSTICE REPORT:** All Judicial Courts in New York State were shut down March 15, 2020 due to a order from the Governor and the COVID-19 virus. Some training has continued on line. Justice Crossley is getting information regarding the addition of a piece of Plexiglass to guard his personal space behind the Bench.

2. **HIGHWAY REPORT:**

1. Starting March 23rd the Highway Department cut the crew by 50% due to COVID-19 restrictions. A "2 employees on for two weeks, 2 employees off for two weeks" rotation system has been implemented.
2. Cleaning and disinfecting all equipment and Highway Department building.
3. Transmission on #73 has been rebuilt and is ready for installation.
4. Ditching, sweeping roads and intersection cleanup.
5. 2 of the plow trucks have been stripped of plow equipment, leaving 2 plow trucks ready to plow.
6. Maintenance truck is fixed and running very well.

3. **CLERK REPORT:** March scheduled hours were 41.5 with 46.5 hours actually worked leaving the total amount of 5 hours over the scheduled hours. All the bucket truck payments have been received. As of Tuesday, March 17th, 2020 the Town Clerk Office was closed to the public due to COVID-19 restrictions. I, as well as Matthew Riggle, Deputy Town Clerk, continue to work several hours from home. The following report was presented:

Account#	Account Description	Fee Description	Qty	Local Share
	Building fees	Barns/Garages/Sheds	1	50.00
			Sub-Total:	\$50.00
A-1255	Certified Copies	Certified Copies	3	30.00
			Sub-Total:	\$30.00
A2544	Dog Licensing	Female, Spayed	3	15.00
		Male, Neutered	5	25.00
	Senior Citizen Discount	Senior Citizen Discount	1	-2.00
			Sub-Total:	\$38.00
Total Local Shares Remitted:				\$118.00
Amount paid to: NYS Ag. & Markets for spay/neuter program				8.00
Total State, County & Local Revenues:		\$126.00	Total Non-Local Revenues:	\$8.00

4. **WIND UPDATE:** Randy Buntjer from Innogy reported that limited work will continue according to the Governor’s order regarding the COVID-19 outbreak. No extension of the December due date is expected.

5. Town Resident John Conway had questions regarding the type of vehicles allowed on the roads for the Cassadaga Wind Project, as well as construction vehicles observed exceeding the 35mph speed limit. Supervisor Chase responded that there is no restrictions on the type of vehicles that can be used in construction and the speeding will be reported.

6. Town Resident, Joni Riggle, questioned where Randy Buntjer got his information regarding the COVID-19 regulations he is following. Mr. Buntjer responded the email was received by Innogy’s legal counsel.

7. Town Clean-up Day is scheduled for Saturday, May 9th, 2020. Due to COVID-19 restrictions, the Town Highway employees will not be allowed to help unload any items. Residents will be directed to unload their entire load unassisted into the loader bucket.

A motion to adjourn was made by Darren Carlstrom, seconded by Mark Jaquith and with none opposed it carried.

Due to the NYS Executive Order regarding the COVID-19 crisis the next regular Town Board Meeting is scheduled for Wednesday, May 13th, 2020 at the Charlotte Highway Department, 7059 Rood Rd., Sinclairville, NY. Anyone interested is welcome to attend either in person or the preferred method at this time is a teleconference call taking place

during the Board meeting. Anyone who wishes to listen to the Town Board meeting can access the teleconference call by simply dialing: (978) 990-5164. Use access code: 389923 to join the meeting. Anyone calling in will be able to address the Town Supervisor and the Board once the meeting is opened to the Floor.

Respectfully submitted

Susan Peacock

Town Clerk/Tax Collector/Registrar