

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



The Town Board, Town of Charlotte held a regular Board Meeting on Wednesday, May 13th, 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 May 7th, 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, Sherman Sweeney and Susan L. Peacock, Town Clerk. Present via live teleconference: Town Residents John Conway and Beverly LeBaron.

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 April 8th, 2020 board meeting. A motion was made by Mark Abbey, seconded by Darren Carlstrom and with none opposed it carried to accept the minutes as submitted.

A motion was made by Harold North, seconded by Mark Jaquith and with none opposed it carried to draw warrants on the proper funds in payment of Highway Claims No. 71 to No. 86 in the amount of \$6,495.91 which have been duly audited and to draw warrants on the proper funds in payment of General Fund Claims No. 132 to No. 152 in the amount of \$8846.66 which have been duly audited.

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

A motion was made by Mark Abbey, seconded by Mark Jaquith and with none opposed it carried to set Board of Assessment Review for May 27th, 2020 from 4-8pm compensating \$90 to each BOAR Member: Amanda Chase, Sue Oakes, Ron Pavlock. Due to COVID-19 regulations the Board of Assessment Review will only be taking appointments by phone.

A motion was made by Darren Carlstrom, seconded by Harold North and with none opposed it carried to authorize Mark LeBaron, Highway Superintendent, to purchase a

SAKAI SW320-1 2016 47" Drum Width Double-Drum Roller SN#4SW50-40425 from George & Swede Sales & Service, Pavillion, NY in the amount of \$20,000.00.

A motion was made by Mark Jaquith, seconded by Mark Abbey and with none opposed it carried to authorize Mark LeBaron, Highway Superintendent, to purchase a TOWMASTER T-12DT 2020 Trailer from Monroe Tractor, Buffalo, NY in the amount of \$9,824.20.

A motion was made by Mark Abbey, seconded by Harold North and with none opposed it carried to authorize Allen Chase, Town Supervisor, to pay GHD invoice #78378 dated 3/28/20 in the amount of \$11,909.50 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 Mark Jaquith, seconded by Mark Abbey and with none opposed it carried to authorize Allen Chase, Town Supervisor, to pay GHD invoice #78820 dated 4/25/20 in the amount of \$6,656.50 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 Harold North and with none opposed it carried to authorize Susan L. Peacock, Town Clerk, to schedule the Port-O-Let for the Town Playground and Ball Field when COVID-19 regulations lift and the facilities will be allowed for use.

Discussion was heard on the following:

1. **JUSTICE REPORT:** Written Information on the ongoing COVID regulations. The Court Clerk and Justice are now allowed back into their offices to file paperwork and begin going through emails and voice mails. The Governor has banned evictions through August 20th, 2020.

2. **HIGHWAY REPORT:**

1. Graded Dirt Roads.
2. Cutting ash trees and other dead trees on East and Cleland Roads.
3. Freightliner had to be pulled from Palmyra Auction, Truck was fixed on 5/12, will try Teitsworth June auction.
4. Patched parking lot at Highway barns. Roads are swept, intersections smoothed out.
5. Servicing trucks and cleaning up plow equipment.

- 6. Clean up day was busiest ever. Containers almost full by noon.
- 7. Received 3 Bids for an asphalt Roller. Received a quote for a tilt trailer on state bid for roller.
- 8. Would like to discuss having a plan in place for the anticipated loss of sales tax revenue that will affect Road projects this summer.

3. **CLERK REPORT:** April scheduled hours were 38 with 43 hours actually worked leaving the total amount of 5 hours over the scheduled hours. On May 1, 2020 the decibel meter was returned to the Town after being on loan to the Town of Gerry. A Thank You card was received from the Valley Historical Society thanking the Town for their continued support. A Quarterly Sales Tax Update was received from the County stating the following:

"Today, the County received the second Sales Tax distribution for this month from the State. The payment consists of the balance of sales tax collected on economic activity in March for businesses that report monthly.

Today's distribution is <36.61>% LESS than last year.

Quarter-to-date revenues are now <30.43>% LESS compared to last year.

A quote was received from DFT Communications for a printer and laptop computers for the Highway Building in the amount of \$1,485.96. It is within the Town's procurement policy guidelines and was ordered. I, as well as Matthew Riggle, Deputy Town Clerk, continue to work several hours from home. The following report was presented:

05/01/2020

Town Clerk Monthly Report
April 01, 2020 - April 30, 2020

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Account#	Account Description	Fee Description	Qty	Local Share
A2544	Dog Licensing	Female, Spayed	17	85.00
		Female, Unspayed	4	48.00
		Male, Neutered	9	45.00
		Male, Unneutered	1	12.00
	Senior Citizen Discount	Senior Citizen Discount	3	-6.00
			Sub-Total:	\$184.00
			Total Local Shares Remitted:	\$184.00
Amount paid to: NYS Ag. & Markets for spay/neuter program				41.00
Total State, County & Local Revenues:		\$225.00	Total Non-Local Revenues:	\$41.00

4. **TAX COLLECTOR REPORT:** March Tax Collected: \$77,190.37. April Tax Collected: \$37,110.06. \$3007.24 in penalty was collected and paid to the Supervisor 4/22/20. The Taxes were balanced and returned to the County April 24th, 2020 in full. The following report was presented to the Town Board and Supervisor:

BREAKDOWN OF PROPERTY TAXES COLLECTED FOR 2020

TOWN WARRANT:	\$614,586.00
COUNTY WARRANT:	\$725,624.59
CORRECTION - CLERICAL ERROR VILLAGE	-1202.63 BILL #160
CORRECTION - CLERICAL ERROR AG EXEPMTION	-220.47 BILL #930
TOTAL WARRANT:	\$1,338,787.49
TOTAL DEPOSITS	\$1,095,825.57
TOTAL UNPAID TAX	187414.90
\$ COLLECTED AT COUNTY	55547.02
TOTAL	\$1,338,787.49
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TOTAL PAID TO A. CHASE - WARRANTS	614586.00
TOTAL PAID TO A. CHASE - PENALTY	3007.24
TOTAL PAID TO CHAUTAUQUA COUNTY	481239.57
TOTAL PAID OUT	\$1,098,832.81
TOTAL DEPOSITS	\$1,095,825.57
TOTAL PENALTY	3007.24
TOTAL DEPOSITED	\$1,098,832.81

5. **WRITTEN ASSESSOR'S REPORTS:**

Assessors Report

April 2020

I am in the process of finishing up valuation on all new building construction, demolitions, and owner requests for review.

Gas well reports are not all in from the companies as of yet.

State land valuation is complete. I'm still waiting on final Special Franchise and Telecommunications values.

The tentative roll will be filed May 1, 2020 and the appropriate legal notice will be posted in the paper.

Thank you.

Town of Charlotte

Assessors Report

May 2020

The Tentative Roll was filed May 1, 2020. The legal notice was published May 1, 2020 in the Post Journal.

Change of assessment notices have been mailed out to property owners.

Board of Assessment Review Hearings will be held Wednesday, May 27, 2020 at the Town/Village Municipal Bldg. from 4pm -8pm. All hearings will be by phone appointment only.

Thank you.

6. **TOWN ASSESSMENT UPDATE:** Due to the improvements at the Town Highway Department, the following 2020 Assessment Notification was received:

County of Chautauqua
Town of Charlotte

BOARD OF ASSESSMENT REVIEW HEARINGS WILL BE HELD FROM 4PM-8PM BY PHONE APPOINTMENT ONLY. CALL 716-962-9455 TO SCHEDULE AN APPOINTMENT OF FOR FURTHER INFORMATION.

PARCEL INFORMATION

062689 217.04-1-39
Rood Rd
651 - Highway gar
1.30 Acres

2020 ASSESSMENT NOTIFICATION

OWNER INFORMATION

Town Of Charlotte
7059 Rood Rd
Sinclairville, NY 14782-9619

You are hereby notified in accordance with the requirements of Section 510 of the Real Property Tax Law of your tentative assessment. New York State law requires all properties in each municipality to be assessed at market value or at a uniform level of assessment each year.

Year	Assessed Value
2019	\$260,000
2020	\$300,000
Net Change	+\$40,000

A change in your property's assessment does not necessarily indicate that your taxes will change. Your tax liability will be affected by several factors, including: changes to school/county/municipal budgets, changes to assessments of other properties, changes to exemptions applicable to your property, and apportionment of school and/or county taxes among multiple municipal segments.

You should examine the tentative assessment roll regardless of this notice or have discussions with representatives of the assessor's office. If you disagree with your property's assessment, in order to protect your right to assessment review, you must file a formal written complaint on the officially prescribed form (RP-524), available from your assessor or online at www.tax.ny.gov, with your Board of Assessment Review (BAR) on or before **Grievance Day: May 27, 2020**.

A publication entitled "Contesting Your Assessment in New York State" is available at the assessor's office and online: www.tax.ny.gov.

Please note that your assessor and the BAR can only review your assessed value; they do not set and cannot adjust your taxes. If you feel that your assessment is fair but your taxes are too high, your comments should be addressed to the appropriate taxing jurisdiction.

Kevin P. Okerlund, IAO
Assessor

7. **WIND UPDATE:** Randy Buntjer from Innogy reported via email that he is awaiting confirmation from the Governor's Office as to whether or not they can resume work. Currently only activities on site are at the POI.

8. Town Resident John Conway voiced concern regarding the crumbling of the shoulder on Cassadaga Road. This crumbling is to be expected with all the Wind Farm truck traffic and will be addressed once the truck traffic subsides.

A motion to adjourn was made by Harold North, 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, June 10th, 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