

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

The Town Board, Town of Charlotte held a regular meeting on Wednesday, September 12th, 2018 at 7:00 pm in the David Vern Luce Community Building. Allen Chase, Supervisor presiding. Board members present were: Henry Harper Jr. Darren Carlstrom, Mark Abbey and Kenneth Smith. Others present were: Jeffrey Crossley, Town Justice, Mark LeBaron, Highway Superintendent, Alan Gustafson, Town Buildings/Zoning Officer, Joni & Earl Riggle, Matthew Riggle, Bob Sharp, Andrea & Frank Gierlinger Jr., Johnny Swanson, Cindy Goodwill, 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 August 8th, 2018 board meeting. A motion was made by Henry Harper Jr., seconded by Kenneth Smith and carried to accept the minutes as submitted.

A motion was made by Henry Harper Jr., seconded by Kenneth Smith and carried to draw warrants on the proper funds in payment of Highway Claims No. 110 to No. 123 in the amount of \$26,333.00 which have been duly audited and to draw warrants on the proper funds in payment of General Fund Claims No.184 to No. 197 in the amount of \$7551.04, which have been duly audited.

A motion was made by Henry Harper Jr., seconded by Kenneth Smith and carried to consent to Dan Spitzer to assist the wind developer with a matter in Freemont, New York (out in Steuben County).

A motion was made by Mark Abbey, seconded by Kenneth Smith and carried to accept the August Financial Report prepared for the Town of Charlotte by Bahgat Laurito & Bahgat,

A motion was made by Kenneth Smith, seconded by Darren Carlstrom. and carried to appoint GHD as the third party on site monitor for the Town of Charlotte for the entirety of the Cassadaga Wind Project.

A motion was made by Darren Carlstrom, seconded by Henry Harper Jr. and carried to pay a Consolidation bill dated 7/14/17 in the amount of \$4953.00 that was presented by the Town of Gerry as unpaid last year.

A motion was made by Henry Harper Jr., seconded by Darren Carlstrom, and carried to accept the following budget transfers:

General Fund Townwide

\$	100	FROM	A1990.4	Contingent Contractual
		TO	A1220.4	Supervisor Contractual
\$	100	FROM	A1990.4	Contingent Contractual
		TO	A1660.4	Central Storeroom Contractual
\$	400	FROM	A1990.4	Contingent Contractual
		TO	A6410.4	Publicity Contractual

transfers for minor budget line overages

\$	1,353	FROM	A1990.4	Contingent Contractual
		TO	A8030.4	Research Contractual

transfer for unpaid 2017 bill for merger study

Highway Fund Townwide

\$	2,000	FROM	DA5130.4	Machinery Contractual
		TO	DA5130.2	Machinery Equipment

transfer for overage on 2018 equipment purchases

Discussion was heard on the following:

1. **Clerk Report:** AUGUST 2018 Revenue Collected: \$756.00
Hours scheduled/Hours worked: 44/56.75 (+12.75 hours)

All paperwork is up to date.

The Clerk's office went live with the New York State Electronic Death Registration System August 23, 2018. The Laserfiche program is now being utilized with the Town Minutes from meetings January 2011 to current, and General Funds Warrants from 2014 & 2015, all with no fees to the Town. Information was distributed to Town Officials regarding the ability to accept Dog License Renewal fees from the online system through our website and BAS Software. A report for yearly revenues generated

was requested and will be presented at the next meeting. The Town Logo Contest through the Cassadaga Valley School has been well received and Art Teacher Joy Russo will work with students so that logo's will be ready for review and judging at the November 7th Town Meeting. There has been donations received for a prize. Town resident Matthew Riggle was appointed by the Town Clerk, Susan L. Peacock, as the Deputy Town Clerk and Deputy Registrar at the rate of \$10.40 per hour.

2. **Justice Report:** The Jury Trial scheduled for August 28, 2018 was cancelled. The new air conditioning unit has been received and is not hooked up yet.

3. **Written Assessors Report.**

Assessors Report

September 2018

I will be at the NYS Assessors Association Conference from 10/1/2018 to 10/04/2018 fulfilling my continuing education requirements.

School tax bills are out. If someone did not receive they're tax bill they will need to contact the tax collector. If there is an issue with exemptions or value they can contact me.

Attached is a brochure the State has printed outlining the changes in the STAR program. After this year all income verification will be handled by the State of NY. Everyone on the Enhanced STAR program has to fill out the IVP form or they will not be eligible to receive the enhanced STAR exemption.

Thank you.

5. **Highway Report:** Finished installing 2 culvert pipes and currently graveling and patching parts of several Town roads. The new John Deere 544K Loader has arrived and will be delivered to the Town Barns Friday September 14, 2018. Working with the shoulder machine several shoulders have been updated with no problems. State Bid starting September 1, 2018 is as follows: NOCO for diesel/gas and Superior Energy for Propane. Meeting with GHD regarding wind project haul roads. New employee Brandon Robbins starts with the Town Highway Department full time October 1, 2018.

6. **Code Enforcement Office Report:** Alan Gustafson, Building and Zoning Officer, is having issues finding information on the Monolith Zoning Special Use Permit agreement between the Town and Monolith, as the minutes of the meeting are inconclusive, and more research is needed on the regulations that were proposed at the meeting. It also appears Monolith has gone out of business.

**CODE ENFORCEMENT OFFICER
MONTHLY REPORT
AUGUST-SEPTEMBER 2018**

To Members of the Town Board, below is a summary of activity since the previous Board Meeting on August 8, 2018:

	THIS MONTH	YEAR TO DATE
Building Permits Issued (see attached report):	9	31
Building Permit Fees Collected:	\$265	\$4,073.00
Building Inspections Performed:	19	47
Certificates of Occupancy:	0	0
Certificates of Compliance:	6	9
Phone Calls/Personal Contact/Email:	27	147
Complaints/Violations/Actions Taken:	3	39

7. **Update on Wind Farm:** Meeting was held August 21, 2018 between the Town Supervisors, Town Highway Superintendents, and Seth Wilmore regarding the haul routes for the wind turbines through the Towns. A “pre work survey” is now being performed on these roads on the haul routes. A bond or Letter of Certificate will hold monies that will only be released when the Town Highway Superintendent signs off on all work and the roads are back to their original condition. If a complaint form is received from a resident regarding wind farm construction, a copy of the complaint as well as the resolution will be forwarded to the Town.

8. The Charlotte Cemetery Association Treasurer Andrea Gierlinger notified the Town of the state of the Cemetery’s finances for 2018, as it has been a very wet year requiring more than the normal amount of grass cuttings and minimal revenues collected.

9. Town Resident Johnny Swanson commended the excellent job done by Mark LeBaron and the Highway Department as well as the County Highway department regarding the flooding issues he was having that is now resolved.

10. Town Residents Johnny Swanson and Bob Sharp voiced complaints regarding the truck traffic on Thornton Rd. The complaints included that the trucks are being inconsiderate of farm equipment traffic as well as disregarding posted road signs and road markings. Supervisor Chase responded saying he will forward these complaints to the NYS Troopers and Chautauqua County Sherriff and will be requesting increased patrols in this area.

11. Discussion was heard by Town Residents regarding the wind farm project.

A motion to adjourn was made by Mark Abbey, seconded by Darren Carlstrom and carried.

The next meeting will be held on Wednesday, October 3rd, 2018 at 7:00 pm in the David Vern Luce Community Building.

Respectfully submitted
Susan L. Peacock
Town Clerk