

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



The Town Board, Town of Charlotte held a regular meeting on Wednesday, December 12th, 2018 at 7:00 pm in the David Vern Luce Community Building. Allen Chase, Supervisor presiding. Board members present were: Darren Carlstrom, Henry Harper Jr. and Mark Abbey. Kenneth Smith was absent. Others present were Mark LeBaron, Highway Superintendent, Jeffrey Crossley, Town Justice, Wanda Crossley, Court Clerk, Harold North, Zoning Board Member, Marshall Greenstien, Earl Riggle, Doug Walker, Town Residents, Stephanie Ottey, Associate at Innogy 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 7th, 2018 board meeting. A motion was made by Mark Abbey seconded by Henry Harper Jr. and carried to accept the minutes as submitted.

A motion was made by Darren Carlstrom, seconded by Mark Abbey and carried to draw warrants on the proper funds in payment of Highway Claims No. 159 to No. 173 in the amount of \$14,621.43 which have been duly audited and to draw warrants on the proper funds in payment of General Fund Claims No.245 to No. 271 in the amount of \$8539.75, which have been duly audited.

A motion was made by Darren Carlstrom, seconded by Mark Abbey and carried to accept Kenneth Smith's resignation from the Board effective December 5, 2018. The appropriate parties have been notified of Kenneth Smith's resignation.

A motion was made by Darren Carlstrom, seconded by Henry Harper Jr. and carried to accept the November Financial Report prepared for the Town of Charlotte by Bahgat Laurito & Bahgat,

A motion was made by Mark Abbey, seconded by Darren Carlstrom, and carried to approve the following budget transfers:

General Fund Townwide

\$	1,000	FROM	A1990.4	Contingent Contractual
		TO	A1620.4	Buildings Contractual
\$	100	FROM	A1990.4	Contingent Contractual
		TO	A1660.4	Central Storeroom Contractual
\$	200	FROM	A1990.4	Contingent Contractual
		TO	A5010.4	Supt. Highways Contractual
\$	50	FROM	A1990.4	Contingent Contractual
		TO	A7550.4	Celebrations Contractual

transfers for minor budget line overages

\$	1,611	FROM	A1990.4	Contingent Contractual
		TO	A8030.4	Research Contractual

transfer for bill for merger study

Highway Fund Townwide

Budget Modifications

Modify 2018 adopted budget by increasing Revenue Line DA2665 Sales of Equipment by \$9,700
Modify 2018 adopted budget by increasing Revenue Line DA2680 Insurance Recoveries by \$2,330
Modify 2018 adopted budget by increasing Expenditure Line DA5130.2 Machinery Equipment by \$12,030

\$	11,000	FROM	DA9060.8	Emp. Benefits Hospital & Medical
		TO	DA5130.2	Machinery Equipment
\$	6,301	FROM	DA5142.4	Snow Removal- Fuel
		TO	DA5130.2	Machinery Equipment

Modifications/transfers for overage on 2018 equipment purchases

A motion was made by Darren Carlstrom, seconded by Mark Abbey and carried to allow Susan L. Peacock, Town Clerk, to draft a letter to Mr. Kenneth Bochman requesting he submit a "change of address" form with the Sinclairville Post Office for anything addressed to the "Town of Charlotte Supervisor" addressed to his personal physical address as well as his PO Box.

A motion was made by Mark Abbey, seconded by Darren Carlstrom and carried to award Cassadaga Valley High School Students who competed in our Town of Charlotte Logo Contest as follows:

1st Place:



Artist: Adam

2nd Place:



Artist: Cervonte

Awards of a donated pizza from Sinclairville Superette, a water bottle from Quill for first place and a pizza donated by Supervisor Allen Chase for second place - as well as Cassadaga School “swag” donated by the Cassadaga School and an official “Award Certificates” will be awarded shortly. All the logo’s submitted were excellent!

A motion was made by Henry Harper Jr., seconded by Darren Carlstrom and carried to authorize Allen Chase, Town Supervisor, to sign the updated agreement between Chautauqua County regarding Thornton Rd. Speed Limit Issue.

A motion was made by Darren Carlstrom, seconded by Henry Harper Jr. and carried to authorize Allen Chase, Town Supervisor, to pay GHD invoice #70340 dated 12/05/2018 in the amount of \$536.00 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 Mark Abbey, seconded by Henry Harper Jr. and carried to authorize Allen Chase, Town Supervisor, to sign the "Letter of Credit Form" between the Town of Charlotte, Innogy SE, and Cassadaga Wind LLC

A motion was made by Henry Harper Jr., seconded by Darren Carlstrom and carried to authorize the pre-purchase of stamps sighting the price increase effective January 27, 2019. These stamp purchases will be put through on vouchers in Warrants December 2018 and January 2019.

A motion was made by Darren Carlstrom, seconded by Mark Abbey and carried to set the Town of Charlotte's Year End Meeting Wednesday, December 26, 2018, 7:00 pm in the David Vern Luce Community Building

A motion was made by Darren Carlstrom, seconded by Mark Abbey and carried to hire Harold Christy to clean the Town Highway Department once a month at the cost of \$50 per session.

A motion was made by Mark Abbey, seconded by Darren Carlstrom and carried to increase the Deputy Clerk's hourly rate to \$11.10 per hour effective 12/31/2018.

Town of Charlotte Town Supervisor Allen Chase offered the following proclamation:

Charlotte School Choice Week

WHEREAS all children in Charlotte should have access to the highest-quality education possible; and,

WHEREAS Charlotte recognizes the important role that an effective education plays in preparing all students in Charlotte to be successful adults; and,

WHEREAS quality education is critically important to the economic vitality of Charlotte; and,

WHEREAS Charlotte is home to a multitude of high quality public and nonpublic schools from which parents can choose for their children, in addition to families who educate their children in the home; and

WHEREAS, educational variety not only helps to diversify our economy, but also enhances the vibrancy of our community; and,

WHEREAS Charlotte has many high-quality teaching professionals in all types of school settings who are committed to educating our children; and,

WHEREAS, School Choice Week is celebrated across the country by millions of students, parents, educators, schools and organizations to raise awareness of the need for effective educational options;

NOW, THEREFORE, I, Allen Chase, do hereby recognize January 20-26, 2019 as Charlotte School Choice Week, and I call this observance to the attention of all of our citizens.

Discussion was heard on the following:

1. **Clerk Report**: NOVEMBER 2018 Total Revenue Collected: \$522.00.

Hours Scheduled/Hours worked: 31.5/41 (+9.5 hours). All paperwork is up to date. The mandatory New York State Sexual Harassment Training was completed by all full-time employees at either one of the 2 sessions given by the Town Clerk on December 5th or December 10th, 2018. Deputy Clerk Matthew Riggle has been helping with computer work in the office saving a service call and the charge of a technician. Mr. Riggle attended "Cybercrime for Today's Digital World" seminar December 7, 2018 as well as the CCMCA Meeting attended with the Town Clerk December 5th.

2. **Justice Report**.: November had 17 new cases and 30 closed bringing the yearly total to 360 new cases and 406 closed equaling 766 Total cases for the year. November also saw 5 Outside Arraignments. CAP Training Saturday, December 15, 2018 regarding County Wide Jurisdiction. Justice Crossley and Court Clerk Wanda Crossley also attended "Cybercrime for Today's Digital World" seminar December 7, 2018. A letter was received regarding the Justice records are available for examination and audit.

3. **Highway Report**: Town Vehicle involved in Deer accident has been inspected and insurance resolved. Furnace vent install scheduled for December 18th. Service work on Town equipment will now be done by Ryder Transportation in Falconer for \$99 per hour. Waiting to hear from the Town of Lockport regarding the 2001 International. Shop restroom renovation due to finish Friday December 14th. Discussion regarding 18' x 80' addition onto current highway building. Quotes were requested and will be presented at the next board meeting.

4. **Written Assessors Report**:

TOWN OF CHARLOTTE
ASSESSORS REPORT
December 2018

All files have been submitted to the County for tax bills due out the first week of January.

STAR, Aged, and Agricultural renewal applications have all been mailed to property owners. The deadline for the renewal applications is March 1.

New and open building permits along with property owner requests are being reviewed and inventory and assessments are updated on an ongoing basis.

Merry Christmas and a Happy New Year.

Thank you.

Kevin Okerlund
Assessor

5. Consolidation discussion has now been ended between the Towns of Gerry and Charlotte. However, discussion continues on scenarios considering the dissolution of the Village of Sinclairville.

6. Stephanie Ottey, Project Development Manager with Innogy provided an emailed update on the wind farm progress as follows:

Permitting

We're happy to share that two weeks ago the New York Siting Board issued Cassadaga's Certificate of Public Convenience and Necessity. This is a big milestone for the project and marks the last permit required from New York State. We are still working with the US Army Corps of Engineers on the federal wetlands permit and are still on track to receive the permit in 2019. This will be an important permit that will allow Cassadaga to begin construction in federal wetlands.

Tree Clearing

Our team is working on completing and submitting tree clearing compliance filings with the New York Department of Public Service, per the Article 10 certificate. Once these have been reviewed and approved, the project will be able to begin tree clearing. We are working on refining the schedule and I will have an update on this schedule to share with you all soon. We've commissioned a local company (GPI) to conduct the tree marking within both Cherry Creek and Charlotte and the tree marking will begin within the next few weeks.

Turbine Technology

We have selected our turbine technology and identified where each of the technologies will be placed within the layout. We will be installing 38 turbines, 9 of which will be Gamesa G114s 2.625 MW and 29 will be Nordex N117s 3.6 MW.

Road Use Survey

Lochner and GHD are continuing to work together. I've been coordinating with Lochner on additional information requested and all seems to be moving ahead well.

Leah is also forwarding 3 copies of the updated site maps via USPS. They will be posted at the Town Clerk's Office, 8 Lester St., Sinclairville, the Town Highway Department Building, 7059 Rood Rd., Sinclairville, and another location to be determined.

7. Town of Charlotte Zoning Board Member Harold North voiced interest in the open Town Board position vacated by Kenneth Smith. Mr. North would have to resign from the Zoning Board to fill this position.

8. Town Residents voiced concerns on heavy truck traffic during wind farm construction and other issues regarding the Cassadaga Wind Project.

9. Town Resident voiced concerns against the speed limit reduction study on Thornton Rd. and also regarding snow removal on Smith Road.

A motion to adjourn was made by Darren Carlstrom, seconded by Henry Harper Jr. and carried.

Respectfully Submitted
Susan L. Peacock
Town Clerk