

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



The Town Board, Town of Charlotte held a regular Board Meeting on Wednesday, March 13, 2024 at 7:00 p.m. in the Sinclairville Volunteer Fire Department, Francis Lauricella, Supervisor presiding. Board members present were: Harold North, Mark Jaquith, Darin Smith and Larry Green. Other's present were: Mark LeBaron; Highway Superintendent, Jeffrey Crossley; Town Justice, Joe McKenna; Sinclairville Volunteer Fire Department Chief, David Christy, Lisa Greeley; Sinclairville Free Library and Susan L. Peacock; Town Clerk.

The meeting was called to order.

Prayer was offered by Francis Lauricella followed by the Pledge of Allegiance.

Each board member had been given a copy of the minutes of the February 14, 2024, board meeting. A motion was made by Harold North seconded by Mark Jaquith and with none opposed it carried to accept the minutes as presented.

A motion was made by Darin Smith, seconded by Mark Jaquith and with none opposed it carried to draw warrants on the proper funds in payment of Highway Claims No. 32 to No. 51 in the amount of \$42,076.51 which have been duly audited and to draw warrants on the proper funds in payment of General Fund Claims No. 58 to No. 95 in the amount of \$33,680.22 which have been duly audited.

A motion was made by Mark Jaquith, seconded by Harold North and with none opposed it carried to accept the February 2024 Financial Report prepared for the Town of Charlotte by Bahgat Laurito & Bahgat.

A motion was made by Darin Smith, seconded by Larry Green and with none opposed it carried to approve the following budget modification:

**General Fund Townwide**

Budget Modification

Modify 2024 Adopted Budget by Increasing Revenue Line A4089 Federal Aid Other (ARPA) by \$32,840 and Increasing Expenditure line A5132.2 Garage Equipment by \$32,840

*to reflect ARPA revenue and expenditure for previously approved Generator purchase*

A motion was made by Harold North seconded by Larry Green and with none opposed it carried to approve the following budget transfer:

**General Fund Outside Village**

Budget Transfer

\$	4,000	FROM	B1990.4	Contingent Account
		TO	B8010.11	Zoning - Board Members

*to adjust budget for payments to board members*

A motion was made by Mark Jaquith, seconded by Darin Smith and with none opposed it carried to accept Francis Lauricella's appointment of David Christy to the Board of Assessment Review.

A motion was made by Harold North, seconded by Darin Smith and with none opposed it carried to set the Town Clean Up Day for Saturday, May 11, 2024 from 8am to 4pm at the Town Highway Garage.

A motion was made by Larry Green, seconded by Mark Jaquith and with none opposed it carried to pay the general voucher #95 to AP Electric in the amount of \$5,490.00 using ARPA Funds.

A motion was made by Harold North, seconded by Darin Smith and with none opposed it carried to table dugout roof quotes until the next meeting to give Mark LeBaron time to collect more quotes.

A motion was made by Darin Smith, seconded by Harold North and with none opposed it carried to advertise for employment in the Post Journal for a new Highway Department Worker.

A motion was made by Larry Green, seconded by Mark Jaquith and with none opposed it carried to allow the Charlotte Church to barrow up to 30 chairs from the Justice Court that will be clearly labeled "Charlotte Town Court" for approximately 2 months while they do some renovations.

A motion was made by Harold North, seconded by Larry Green and with none opposed it carried to table the DCO Protocol and DCO Discussion until the next meeting when the DCO Rob Rivera can attend and provide needed input.

Discussion was heard on the following:

## 1. **HIGHWAY REPORT:**

1. Plowing and sanding roads
2. Cutting trees and brush
3. Hauling 1's and #2 stone and processed gravel
4. Making engine repairs on Cat excavator

2. **CLERK REPORT:** February scheduled hours were 34.5 with 60 hours actually worked leaving the total amount of 25.5 hours over the scheduled hours. Workplace Violence Prevention training was automatically assigned to Town Employees. The email list was not complete. This will be corrected soon and the NYS Mandated Discrimination and Harassment training will also be assigned at that time. Installation of the shower curtain scenery in the Clerk's office was at the Clerk's own expense. Solar eclipse glasses have been ordered through the County and will be available soon for free until they are gone. The following report was presented:

03/04/2024

**Town Clerk Monthly Report**  
**February 01, 2024 - February 29, 2024**

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Account#	Account Description	Fee Description	Qty	Local Share
	Building fees	Miscellaneous	1	75.00
		<b>Sub-Total:</b>		<b>\$75.00</b>
A-1255	Certified Copies	Certified Copies	3	30.00
		<b>Sub-Total:</b>		<b>\$30.00</b>
A-1550	Dog Fees	Impoundment Fee	1	30.00
		<b>Sub-Total:</b>		<b>\$30.00</b>
A2544	Dog Licensing	Female, Spayed	4	30.00
		Male, Neutered	6	60.00
		Male, Unneutered	3	36.00
	Senior Citizen Discount	Senior Citizen Discount	1	-6.00
		<b>Sub-Total:</b>		<b>\$120.00</b>
<b>Total Local Shares Remitted:</b>				<b>\$255.00</b>
Amount paid to: NYS Ag. & Markets for spay/neuter program				27.00
<b>Total State, County &amp; Local Revenues:</b>				<b>\$282.00</b>
				<b>Total Non-Local Revenues: \$27.00</b>

The following report was received from the Sinclairville Fire Department:

Sinclairville Activity Report by Town and Nature of Call										
1/1/24 thru 2/29/24		Arkwright	Cassadaga	Charlotte	Cherry Creek	Ellery	Ellington	Gerry	Sinclairville	Stockton
13	EMS ALS			3	1		2	2	5	
14	EMS BLS Priority			4				4	6	
22	EMS BLS Standard	1		2		4	2	5	8	
1	MVA PI ALS							1		
3	MVA PI BLS Priority			1				1	1	
4	MISC RESPONSE			1		1		2		
5	REPORT of FIRE/FIRE			1				4		
62	Year to Date	1	0	12	1	5	4	19	20	0
2/1/24 thru 2/29/24		Arkwright	Cassadaga	Charlotte	Cherry Creek	Ellery	Ellington	Gerry	Sinclairville	Stockton
5	EMS ALS			3			1	1		
9	EMS BLS Priority			2				3	4	
8	EMS BLS Standard			2		1			5	
1	MVA PI ALS							1		
2	MVA PI BLS Priority							1	1	
1	MISC RESPONSE					1				
1	REPORT of FIRE/FIRE							1		
27	Current Month	0	0	7	0	2	1	7	10	0

3. **TAX COLLECTOR REPORT:** For February, 2024, taxes were collected on 358 parcels totaling \$420,815.48. Payments continue to trickle in. Several mistakes this year on check amounts and had to be sent back. Also late payments without including penalty interest had to be returned.

4. **JUSTICE REPORT:** Justice Jeffrey Crossley reported that 69 new charges brought in for January, 52 charges closed, and 399 cases calendared. New training is forthcoming. The following report was presented:

DISPENSING JUSTICE FOR ALL						
			2024			
			MULTIPLE CHARGE			
			CASES CALENDARED			
		NEW CHARGES		CLOSED CHARGES		
JAN		32	323		28	
FEB		37	76		24	
MAR						
APR						
MAY						
JUNE						
JUL						
AUG						
SEPT						
OCT						
NOV						
DEC						
		TOTAL OPENED	TOTAL CALENDAR	TOTAL CLOSED		
		CHARGES	CASES	CHARGES		
		69	399	52		
TOTAL LCASES CHARGES TO DATE FOR 2024				520		
PETTY CASH FUND IS		\$ 250.00				
TRAINING COMPLETED						
		Judge has completed				
		Court Clerk has completed				

5. ASSESSOR’S REPORT: Via email from Kevin Okerlund:

## Assessors Report

March 2024

Legal Notices were filed starting March 1<sup>st</sup> for two consecutive weeks in the Post Journal as required by the State regarding assessment inventory.

I will be starting field work within the next couple of weeks to finish up by May 1, 2024.

The County currently passed a resolution raising the County income limit for the Senior and Disability exemption to \$50,000/year. However, after further review of the financial impact, the amount will probably be lowered to mid- 20 range.

Thank you.

6. Joe McKenna reported the next chicken barbeque at the Fire Hall will be Sunday, March 24, 2024. The Fire Department is in contact with the County regarding the Solar Eclipse on April 8, 2024 and all that comes with thousands of extra people in the area.
7. Lisa Greeley from the Sinclairville Free Library gave out a flyer (as seen below) to all Town Board members regarding "Sustaining Our Libraries". The flyer will be published on the Town's website. It involves a proposition in the sum of \$130,000 to be raised by annual levy of tax within the Cassadaga Valley Central School District for the purpose of funding the operation of the Stockton Libraires (Stockton & Cassadaga combined) at \$62,000 and the Sinclairville Library at \$68,000. Please VOTE for this proposition on May 21<sup>st</sup> from 1pm - 8pm at the Cassadaga High School Gym. You can contact Beth Hadley at the Sinclairville Free Library for more information.

## Keep Our Libraries Open

Our libraries are the heart of our community and do more than loan books and other materials. They serve as sources of information about our local townships as well as gathering places for people of all ages. No community centers exist within our school district; as a result, our libraries offer community-related events year-round. But our libraries cannot survive unless we obtain sustainable funding. **In fact, without this funding, the libraries are at risk of closure.**

To date, six public libraries in Chautauqua County have been successful in obtaining sustainable funding via New York State Education Law 259. Let's help the Stockton Libraries (Stockton and Cassadaga Branch Library) and the Sinclairville Library achieve this goal!



### Facts About Our Libraries: 2023

- 14,925 patrons visited our libraries
- 2,637 library card holders
- Over 19,300 materials loaned
- Over 2,900 electronic books checked out
- Over 12,000 new items added (including electronic materials)
- 3 libraries are open over 3,000 hours a year

## Sustaining Our Libraries



**Mary E. Seymour Memorial  
Free Library**



**Cassadaga Branch Library**



**Sinclairville Free Library**



## Our libraries are the heart of our community

Cassadaga Valley Central School District (CVCSD) is the largest land area district in Chautauqua County, serving eight townships. We are the only school district with three library buildings offering needed services to our rural residents:

- Loan of books, magazines, DVDs, audio books
- Printing, faxing, copying
- Free Wi-Fi access & computer use
- Book clubs
- Story times
- Adult & Children's programming
- Summer reading program
- Tutoring space
- Community space
- Access to 38 libraries with one library card
- Collaboration with the school district
- Collaboration with the senior housing community



Our library directors and volunteers perform outreach to the community to better serve our patrons and CVCSD residents. Our library patrons have access to 38 other libraries in our system with just their local library card!

## A Path to Sustainable Funding

New NYS Law 259 allows our Library Boards to ask the Cassadaga Valley Central School District (CVCSD) voters to approve sustainable library funding on the school district ballot.

Look for our funding proposition on the May 21<sup>st</sup> ballot to ensure the future of our three libraries.

## How much will this cost?

Arkwright	\$0.79 /\$1,000
Charlotte	\$0.39 /\$1,000
Cherry Creek	\$0.41 /\$1,000
Ellery	\$0.39 /\$1,000
Ellington	\$0.27
Ellicott	\$0.32/\$1,000
Gerry	\$0.35 /\$1,000
Pomfret	\$2.07/\$1,000
Stockton	\$0.28 /\$1,000

For example, in the town of Stockton at the rate of \$0.28/\$1,000, the annual cost would be:

\$25,000	\$ 7.07
\$50,000	\$ 14.15
\$75,000	\$ 21.22
\$100,000	\$ 28.29
\$150,000	\$ 42.44
\$175,000	\$ 49.51
\$200,000	\$ 56.58

Based on 2023 rates

*Library funds are separate from school district funds and are clearly marked on the tax bills*

**Visit VOTE INFO on our websites to calculate your annual rate**

## The Situation

The libraries that serve residents in the Cassadaga Valley Central School District receive modest financial support from local townships. As a result, making ends meet is becoming more difficult. Securing sustainable funding guarantees continued access to our libraries for all Cassadaga Valley Central School District residents.

## The Proposition

Shall the sum of \$130,000 be raised by annual levy of a tax upon the taxable real property within the Cassadaga Valley Central School District for the purpose of funding the operation of the Stockton Libraries (Stockton & Cassadaga combined) at \$62,000 and the Sinclairville Library at \$68,000, which shall be paid to the public libraries for the support and maintenance of the libraries; with this appropriated amount to be the annual appropriation until thereafter modified by a future vote of the electors of the Cassadaga Valley Central School District?

## Vote May 21st

1 pm – 8 pm

Cassadaga High School Gym

**Visit the VOTE INFO tab on our websites for more information.**

[stocktonlibraries.org/vote-info/](http://stocktonlibraries.org/vote-info/)

[sinclairvillelibrary.org/](http://sinclairvillelibrary.org/)



A motion to adjourn was made by Darin Smith, seconded by Harold North and with none opposed it carried.

The next regular Town Board Meeting is scheduled for Wednesday, April 10, 2024, at the Sinclairville Volunteer Fire Department, 30 Main St. Lower, Sinclairville, NY. Anyone interested is welcome to attend.

Respectfully submitted.

Susan Peacock

Town Clerk/Tax Collector/Registrar