

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



The Town Board, Town of Charlotte held a regular Board Meeting on Wednesday, March 8, 2023 at 7:00 p.m. in the Sinclairville Volunteer Fire Department, Allen Chase, Supervisor presiding. Board members present were: Harold North, Mark Abbey, Mark Jaquith and Frank Lauricella. Other's present were: Mark LeBaron; Highway Superintendent, Jeffrey Crossley; Town Justice, Joe McKenna; Sinclairville Volunteer Fire Department Chief, Myron Lanphere,, Sinclairville Volunteer Fire Department Member, Chris Bartkowiak & Steve Hoglin; Fluvanna Volunteer Fire Department, John & Jennifer Conway, and Susan L. Peacock; Town Clerk. No one was present on the teleconference call.

The meeting was called to order.

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

Local Law #1-2023 "A local law enacting the residential real property partial tax exemption for fire fighters" was presented to the Town Board.

Supervisor Chase opened the public meeting regarding the proposed Local Law #1-2023 "A local law enacting the residential real property partial tax exemption for fire fighters".

After a short discussion regarding the Local Law, the public meeting was closed.

Each board member had been given a copy of the minutes of the February 8<sup>th</sup>, 2023, board meeting. A motion was made by Mark Jaquith seconded by Mark Abbey and with none opposed it carried to accept the minutes as presented.

A motion was made by Frank Lauricella, seconded by Harold North and with none opposed it carried to draw warrants on the proper funds in payment of Highway Claims No. 37 to No. 55 in the amount of \$39,091.02 which have been duly audited and to draw warrants on the proper funds in payment of General Fund Claims No. 62 to No. 92 in the amount of \$75,178.62 which have been duly audited.

A motion was made by Harold North, seconded by Frank Lauracella and with none opposed it carried to accept the February 2023 Financial Report prepared for the Town of Charlotte by Bahgat Laurito & Bahgat.

A motion was made by Harold North, seconded by Mark Jaquith and with none opposed it carried to approve the Town Clerk's Records Destruction Authorization as follows as per the NYS Municipal Records Retention schedule:

Tax Collection Records	2016		6 yr.
Warrants	2014-15		6 yr.
Warrants	2016-17		6 yr.
Destruction Records Management Susan Peacock Date _____ Department Head Susan Peacock Date 3/6/23 Destruction Witness Jeffrey H. Loney 3-23			

Discussion was heard on the following:

1. **HIGHWAY REPORT:**

1. Plowing and sanding roads
2. Cutting trees and brush around the Town
3. Repairs on OshKosh, installing new dump body floor
4. General repairs on equipment
5. Fixing signs around Town.

2. **CLERK REPORT:** January scheduled hours were 34.5 with 53 hours actually worked leaving the total amount of 18.5 hours over the scheduled hours. NYS Mandated Sexual Harassment Prevention and Workplace Violence training has been assigned to ALL employees Monday, March 16<sup>th</sup> for completion by 12/31/23. Internet has been slow in the Clerk's office and new internet will be installed. The following report was presented:

03/01/2023

**Town Clerk Monthly Report**  
February 01, 2023 - February 28, 2023

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Account#	Account Description	Fee Description	Qty	Local Share
	Building fees	Barns/Garages/Sheds	2	170.00
		<b>Sub-Total:</b>		<b>\$170.00</b>
A2544	Dog Licensing	Female, Spayed	4	40.00
		Female, Unspayed	3	36.00
		Male, Neutered	5	25.00
		Male, Unneutered	2	24.00
	Senior Citizen Discount	Senior Citizen Discount	4	-12.00
		<b>Sub-Total:</b>		<b>\$113.00</b>
<b>Total Local Shares Remitted:</b>				<b>\$283.00</b>
Amount paid to: NYS Ag. & Markets for spay/neuter program				28.00
<b>Total State, County &amp; Local Revenues:</b>		<b>\$311.00</b>	<b>Total Non-Local Revenues:</b>	<b>\$28.00</b>

The following report was received from the Sinclairville Fire Department:

1/1/23 thru 12/31/23		Arkwright	Cassadaga	Charlotte	Cherry Creek	Ellery	Ellicott	Ellington	Gerry	Jamestown	Poland	Sheridan	Sinclairville	Stockton	Villanova
13	EMS ALS	0	0	3	0	0	0	0	4	0	0	0	6	0	0
8	EMS BLS Priority	0	0	3	0	2	0	0	2	0	0	0	1	0	0
4	EMS BLS Standard	0	0	2	0	0	0	0	0	0	0	0	2	0	0
4	MVA PI ALS	0	0	0	0	0	0	0	4	0	0	0	0	0	0
4	MVA PI BLS Priority	0	0	1	1	0	0	0	2	0	0	0	0	0	0
4	MISC RESPONSE	0	0	2	0	0	0	0	0	0	0	0	2	0	0
6	STRUCTURE FIRE/REPORT OF FIRE	0	0	2	0	0	1	1	1	0	0	0	0	1	0
43		0	0	13	1	2	1	1	13	0	0	0	11	1	0
2/1/23 thru 2/28/23		Arkwright	Cassadaga	Charlotte	Cherry Creek	Ellery	Ellicott	Ellington	Gerry	Jamestown	Poland	Sheridan	Sinclairville	Stockton	Villanova
8	EMS ALS			1					4				3		
2	EMS BLS Priority			1		1							0		
3	EMS BLS Standard			2									1		
0	MVA PI ALS														
0	MVA PI BLS Priority														
3	MISC RESPONSE			2									1		
4	STRUCTURE FIRE/REPORT OF FIRE			2				1						1	
20		0	0	8	0	1	0	1	4	0	0	0	5	1	0

3. **TAX COLLECTOR REPORT:** For February 2023, taxes were collected on 512 parcels totaling \$552,654.97. 3 checks were presented to the Town Supervisor, Allen Chase for the Warrants as follows:

Town: \$139,191

Highway: \$392,570

Fire Protection: \$47,000

4. **JUSTICE REPORT:** Justice Jeffrey Crossley reported that 26 new charges brought in for February and 68 charges closed. Training is continuing. 6 boxes have been destroyed with permission from NYS. Working on clearing old tickets that date back to Judge Minkler. The following report was presented:

<b>DISPENSING JUSTICE FOR ALL</b>							
						<b>2023</b>	
<b>NEW CHARGES</b>				<b>CLOSED CHARGES</b>			
JAN			17				51
FEB			26				68
MAR							
APR							
MAY							
JUNE							
JUL							
AUG							
SEPT							
OCT							
NOV							
DEC							
<b>TOTAL OPENED CHARGES</b>				<b>TOTAL CLOSED CHARGES</b>			
			43				119
<b>TOTAL CHARGES TO DATE FOR 2022</b>						<b>162</b>	
PETTY CASH FUND IS		\$250.00					
TRAINING COMPLETED JUDGE:							
COURT CLERK:							

2023

CLOSED CHARGES
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JAN			17				51
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MAR							
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APR							
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MAY							
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JUNE							
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JUL							
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AUG							
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SEPT							
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OCT							
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NOV							
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DEC							
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TOTAL OPENED CHARGES	TOTAL CLOSED
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TOTAL CLOSED

## CHARGES

43

119

TOTAL CHARGES TO DATE FOR 2022	162
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PETTY CASH FUND IS	\$250.00
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TRAINING COMPLETED		
JUDGE:		

COURT CLERK:

5. The Town Clean up day has been scheduled for Saturday, May 13<sup>th</sup>, 2023 8am – 4pm.

The next regular Town Board Meeting is scheduled for Wednesday, April 12<sup>th</sup>, 2023, at the Town Highway Department, 7059 Rood Rd., Sinclairville, NY. Anyone interested is welcome to attend either in person or 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