

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



The Town Board, Town of Charlotte held a regular Board Meeting on Wednesday, February 9<sup>th</sup>, 2022 at 7:00 p.m. in the Sinclairville Fire Department, Allen Chase, Supervisor presiding. Board members present were: Harold North, Mark Abbey and Mark Jaquith. Darren Carlstrom was absent. Other's present were: Mark LeBaron; Highway Superintendent, 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 Mark Abbey followed by the Pledge of Allegiance.

**\*\* A COPY OF THE TOWN'S DCO PROTOCOL AND MEETING SCHEDULE FOR THE YEAR IS GIVEN TO ALL BOARD MEMBERS AND TOWN SUPERVISOR \*\***

**\*\* A COPY OF THE TOWN'S PROCURMENT POLICY & CODE OF ETHICS IS GIVEN TO ALL BOARD MEMBERS AND CURRENT OFFICERS \*\***

Each board member had been given a copy of the minutes of the January 12<sup>th</sup>, 2022, board meeting. A motion was made by Mark Jaquith seconded by Harold North and with none opposed it carried to accept the minutes as presented.

A motion was made by Mark Abbey, seconded by Mark Jaquith and with none opposed it carried to draw warrants on the proper funds in payment of Highway Claims No. 14 to No. 28 in the amount of \$24,663.06 which have been duly audited and to draw warrants on the proper funds in payment of General Fund Claims No. 18 to No. 41 in the amount of \$12,559.06 which have been duly audited.

A motion was made by Mark Abbey, seconded by Harold North and with none opposed it carried to accept the January 2022 Financial Report prepared for the Town of Charlotte by Bahgat Laurito & Bahgat.

A motion was made by Mark Jaquith, seconded by Mark Abbey and with none opposed it carried to appoint Tom Atwell as Town of Charlotte Watch Keeper for 1/1 – 12/31/2022.

A motion was made by Harold North, seconded by Mark Abbey and with none opposed it carried to set the Town of Charlotte's Watch Keeper pay at \$14 per hour for 1/1 – 12/31/2022.

A motion was made by Harold North, seconded by Mark Abbey and with none opposed it carried to accept the Town's Procurement Policy "as is" after reviewing the policy as per guideline #6 of the policy.

A motion was made by Mark Jaquith, seconded by Harold North and with none opposed it carried to suspend the renewal purchase option on the new Payloader.

A motion was made by Mark Abbey, seconded by Mark Jaquith and with none opposed it carried to accept the Town Justice Audit of 2021 performed by Mark Jaquith and Harold North on January 25, 2022.

Discussion was heard on the following:

1. **HIGHWAY REPORT:**

1. Plowing and sanding roads.
2. General repairs on plow trucks.
3. Hauling ice control sand.
4. Working on quotes for a used wood chipper and trade on a new loader.

2. **CLERK REPORT:** January scheduled hours were 38 with 64 hours actually worked leaving the total amount of 26 hours over the scheduled hours. The 3 other Towns that share the Bucket Truck with the Town of Charlotte have been invoiced for their share of the insurance cost. The following report was presented:

Account#	Account Description	Fee Description	Qty	Local Share
A-1255	Certified Copies	Certified Copies	10	100.00
		<b>Sub-Total:</b>		<b>\$100.00</b>
A-1550	Dog Fees	Impoundment Fee	1	26.00
		<b>Sub-Total:</b>		<b>\$26.00</b>
A2544	Dog Licensing	Female, Spayed	9	45.00
		Female, Unspayed	4	48.00
		Male, Neutered	5	25.00
		Male, Unneutered	2	48.00
	Senior Citizen Discount	Senior Citizen Discount	7	-14.00
		<b>Sub-Total:</b>		<b>\$152.00</b>
<b>Total Local Shares Remitted:</b>				<b>\$278.00</b>
Amount paid to: NYS Ag. & Markets for spay/neuter program				38.00
<b>Total State, County &amp; Local Revenues:</b>				<b>\$316.00</b>
<b>Total Non-Local Revenues:</b>				<b>\$38.00</b>

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Susan Peacock, Town Clerk, Town of Charlotte during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

\_\_\_\_\_  
Supervisor\_\_\_\_\_  
Date\_\_\_\_\_  
Town Clerk\_\_\_\_\_  
Date

3. **TAX COLLECTOR REPORT:** \$669,805.34 was collected in January. 750 of 2700 parcels have been paid in full. 2 residents made appointments to pay in cash. Three checks were made out to the Town Supervisor in the following amounts: \$386,610. In the support of Highways, \$131,759 in support of the Town Charges and \$46,500 in support of Fire Protection for the Town. This satisfies the Town portion of the Collector's Warrant.

4. Sound equipment has been put in place for the Cassadaga Wind LLC "leaf off" sound testing and continues to record sound.

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

The next regular Town Board Meeting is scheduled for Wednesday, March 9<sup>th</sup>, 2022 at the Sinclairville Volunteer Fire Department, 30 Main St, 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