

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



The Town Board, Town of Charlotte held a regular Board Meeting on Wednesday, April 12, 2023 at 7:00 p.m. in the Town of Charlotte Highway Building, 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, Tim Cobb; Deputy Highway Superintendent, Bill Newton; Sinclairville Free Library, John 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.

Each board member had been given a copy of the minutes of the March 8th, 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 Harold North, seconded by Mark Abbey and with none opposed it carried to draw warrants on the proper funds in payment of Highway Claims No. 56 to No. 72 in the amount of \$273,423.83 which have been duly audited and to draw warrants on the proper funds in payment of General Fund Claims No. 93 to No. 118 in the amount of \$8,547.12 which have been duly audited.

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

The following resolution was offered by Mark Abbey, seconded by Frank Lauricella and with none opposed it carried.

RESOLVE that the Town Board, Town of Charlotte does hereby pass Local Law #1 -2023 titled "Volunteer Firefighter's Residential Assessment Exemption" as written by a roll call vote as follows: Mark Jaquith – YEA, Harold North – YEA, Frank Lauricella – YEA, Mark Abbey – YEA, Allen Chase – YEA.

A motion was made by Frank Lauricella, seconded by Mark Abbey and with none opposed it carried to set a public hearing for Wednesday, May 10th, 2023 in regard to moving funds from the reserve equipment fund to DA5130.2 Machinery – Equipment fund.

A motion was made by Frank Lauricella, seconded by Harold North and with none opposed it carried to accept the estimate from Cole Electric in the amount of \$6,982.00 for electrical upgrades to the Highway Building.

Discussion was heard on the following:

1. **HIGHWAY REPORT:**

1. Plowing and sanding roads
2. Fixing shoulder machine to fit loader instead of grader
3. Finish repairs on OshKosh, installing conveyor on rear
4. Rolling ball park, hauled in a load of diamond dirt
5. Fix plow damage and potholes on dirt roads
6. Sweeping Roads
7. Cutting and chipping trees from storm damage
8. Helping Cherry Creek screen millings
9. New plow truck has arrived

2. **CLERK REPORT:** March scheduled hours were 44 with 43.5 hours actually worked leaving the total amount of .5 hours short to the scheduled hours. NYS Mandated Sexual Harassment Prevention and Workplace Violence training has been assigned to ALL employees Monday, March 16th for completion by 12/31/23. A letter was given to all Town Board members regarding the seriousness of the training from the Insurance Company. Information regarding FREE home energy services through EmPower NY Program with Sanfillipo Solutions as well as CCMCA Scholarship information and applications have been uploaded to the website. An upgraded port-o-let with a sink for the ball park has been ordered and delivered. A new credit card processing machine will be needed soon with a cost. I am working to find the best deal. A Thank You note was received from the Valley Historical Society for the continued support from the Town. The following report was presented:

Town Clerk Monthly Report
March 01, 2023 - March 31, 2023

Account#	Account Description	Fee Description	Qty	Local Share
	Building fees	Miscellaneous	1	150.00
		Sub-Total:		\$150.00
A-1255	Certified Copies	Certified Copies	10	100.00
		Sub-Total:		\$100.00
A2544	Dog Licensing	Female, Spayed	2	20.00
		Female, Unspayed	1	12.00
		Male, Neutered	5	25.00
		Male, Unneutered	1	12.00
	Senior Citizen Discount	Senior Citizen Discount	3	-6.00
		Sub-Total:		\$63.00
Total Local Shares Remitted:				\$313.00
Amount paid to: NYS Ag. & Markets for spay/neuter program				15.00
Total State, County & Local Revenues:		\$328.00	Total Non-Local Revenues:	\$15.00

The following report was received from the Sinclairville Fire Department:

1/1/23 thru 3/31/23		Arkwright	Cassadaga	Charlotte	Cherry Creek	Ellery	Ellicott	Ellington	Gerry	Jamestown	Poland	Sheridan	Sinclairville	Stockton	Villanova
22	EMS ALS			4					10				8		
14	EMS BLS Priority			3		3			6				2		
10	EMS BLS Standard			4					1				4	1	
6	MVA PI ALS								6						
4	MVA PI BLS Priority			1	1				2						
5	MISC RESPONSE			2									3		
9	STRUCTURE FIRE/REPORT OF FIRE			4			1	1	2					1	
70		0	0	18	1	3	1	1	27	0	0	0	17	2	0
3/1/23 thru 3/31/23		Arkwright	Cassadaga	Charlotte	Cherry Creek	Ellery	Ellicott	Ellington	Gerry	Jamestown	Poland	Sheridan	Sinclairville	Stockton	Villanova
9	EMS ALS			1					6				2		
6	EMS BLS Priority					1			4				1		
6	EMS BLS Standard			2					1				2	1	
2	MVA PI ALS								2						
0	MVA PI BLS Priority														
1	MISC RESPONSE												1		
3	FIRE OR REPORT OF FIRE			2					1						
27		0	0	5	0	1	0	0	14	0	0	0	6	1	0

3. **TAX COLLECTOR REPORT:** For March 2023, taxes were collected on 68 parcels totaling \$87,723.39. Tax delinquent notices went out March 13th. A final report was given to all Town Board members.

4. **JUSTICE REPORT:** Justice Jeffrey Crossley reported that 31 new charges brought in for March and 33 charges closed. Training is continuing. The grant under the JCAP has been approved. The Court

Clerk got a new computer through NYS. The printer may need to be upgraded. The following report was presented:

DISPENSING JUSTICE FOR ALL							
			2023				
			NEW CHARGES			CLOSED CHARGES	
JAN			17			51	
FEB			26			68	
MAR			31			33	
APR							
MAY							
JUNE							
JUL							
AUG							
SEPT							
OCT							
NOV							
DEC							
			TOTAL OPENED CHARGES			TOTAL CLOSED	
						CHARGES	
			74			152	
			TOTAL CHARGES TO DATE FOR 2023				226
			PETTY CASH FUND IS	\$ 250.00			
			TRAINING COMPLETED				
			Judge has completed Mandatory Security Training and 2 hours regular Mandatory Training				
			Court Clerk has completed 2 hours regular Mandatory Training				

5. **ASSESSORS REPORT:**

Assessors Report

April 2023

I am in the process of finishing up valuation on all new building construction, demolitions, and owner requests for review.

Gas well reports are not all in from the companies as of yet.

State land valuation is complete. I'm still waiting on final Special Franchise and Telecommunications values.

The tentative roll will be filed May 1, 2023 and the appropriate legal notice will be posted in the paper.

Thank you.

6. An "Annual Report to the Community" was received from the Sinclairville Free Library, as well as a Thank You letter for the continued support.

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

The next regular Town Board Meeting is scheduled for Wednesday, May 10th, 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