

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



The Town Board, Town of Charlotte held a regular Board Meeting on Thursday, October 1st, 2020 at 7:00 p.m. in the Town Highway Department Garage as well as a teleconference call, Mr. Allen Chase, Supervisor presiding. Board members present were: Darren Carlstrom, Harold North, Mark Jaquith, and Mark Abbey. Others present were: Mark LeBaron, Highway Superintendent, Jeffrey Crossley, Town Justice, Wanda Crossley, Court Clerk, John & Jenn Conway, and Susan L. Peacock, Town Clerk. No one was Present via live teleconference.

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 September 9th, 2020 board meeting. A motion was made by Harold North, seconded by Darren Carlstrom 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. 150 to No. 159 in the amount of \$40,974.62 which have been duly audited and to draw warrants on the proper funds in payment of General Fund Claims No. 235 to No. 249 in the amount of \$1,772.48 which have been duly audited.

A motion was made by Mark Abbey, seconded by Darren Carlstrom and with none opposed it carried to accept the September 2020 Financial Report prepared for the Town of Charlotte by Bahgat Laurito & Bahgat,

A motion was made by Mark Jaquith, seconded by Harold North and with none opposed it carried to authorize Allen Chase, Town Supervisor, to pay GHD invoice #80643 dated 8/29/20 in the amount of \$12,732.57 out of the escrow account funded entirely by Innogy. This is at no cost to the Town in any way.

The Tentative 2021 Budget was presented to all Town Board members. A motion was made by Mark Jaquith, seconded by Harold North and with none opposed it carried to increase \$500 to the Unexpended Balance in the A General Fund and to increase line A1430.4 Personnel (Deputy Clerk) Contractual \$500.

A motion was made by Mark Abbey, seconded by Darren Carlstrom and with none opposed it carried to reduce line A1420.41 Attorney Contractual by \$400 and increase line A8160.4 Refuse & Garbage Contractual by \$400.

A motion was made by Darren Carlstrom, seconded by Mark Abbey and with none opposed it carried to set the Public Hearing for the Preliminary Budget for Wednesday, November 4, 2020 at 7pm at the Town Highway Department Garage, 7059 Rood Rd., Sinclairville, NY.

A motion was made by Harold North, seconded by Mark Jaquith and with none opposed it carried to set the Public Hearing for the Town Fire Contract for Wednesday, November 4, 2020 at 7pm at the Town Highway Department Garage, 7059 Rood Rd., Sinclairville, NY.

A motion was made by Darren Carlstrom, seconded by Mark Jaquith and with none opposed it carried to approve the appointment of Court Officer Thomas Atwell at a pay rate of \$12 per hour beginning September 29, 2020 to December 31, 2020 based on the Town Court's needs.

The following resolution was made by Harold North, seconded by Mark Abbey and with none opposed it carried

RESOLVED, By the Town Board of Town of Charlotte authorizes the Court to apply for JCAP grant funds in the 2020 – 2021 grant cycle.

Discussion was heard on the following:

1. **JUSTICE REPORT:** Town Justice Jeffrey Crossley reported 67 new charges with 30 closed charges in the month of September. Additional new mandatory Judge & Court Clerk training on cyber Security Awareness as well as the NYS Mandated Annual Sexual Harassment Prevention training is this month. Town and Village Courts Resource Center response to DA Plea bargain program. In person Court has resumed as of August 18, 2020. First Calendar Call was September 15, 2020. The Court is still not permitted to enter license suspensions or bench warrants. Teft Glass has installed the Bench surround. Still need to install the ADA/APD protective partition. The following report was presented:

DISPENSING JUSTICE FOR ALL

		2020			
		NEW CHARGES		CLOSED CHARGES	
JAN		33			35
FEB		48			39
MAR		37	COVID 19 STATE CLOSED TOWN COU		10
APR		47	COVID 19 STATE CLOSED TOWN COU		3
MAY		39	COVID 19 STATE CLOSED TOWN COU		3
JUNE		20	PHASE 1 & PHASE 2 REOPEN		6
JUL		52			7
AUG		55			9
SEPT		67			30
OCT					
NOV					
DEC					
TOTAL OPENED CHARGES				TOTAL CLOSED	
		398		CHARGES	
					142
TOTAL CHARGES TO DATE FOR 2019					540
PETTY CASH FUND IS		\$250.00			
TRAINING COMPLETED		Judge's Mandatory OnLine Training 12 hours			
		Court Clerk's Mandatory OnLine Training 6 hours			
ADDITIONAL NEW MANDATORY JUDGE & COURT CLERK TRAINING ON CYBER SECURITY AWARENESS					
T&V Courts Resource Center response to DA plea bargain program					
In Person Court has resumed as of August 18, 2020					
First Calendar Call is September 15, 2020					
Still not permitted to enter license suspensions, bench warrants					
Teft Glass has installed the Bench Surround					
Need to Install ADA/APD protective partition					
INSTALLING COURT OFFICER					

2. **HIGHWAY REPORT:**

1. Work on Roberts Rd. Dug out wet spots and ditched both sides.
2. Repaired and patched several roads and shoulders throughout the Town.
3. Hauled concrete fill from the rejected wind turbine base.
4. Routine maintenance on plow and hauling trucks.

3. **CLERK REPORT:** September scheduled hours were 37.5 with 46 hours actually worked leaving the total amount of 8.5 hours over the scheduled hours. Deputy Clerk Matthew Riggle continues to add information into the Laserfiche System as well as entering older birth & death information into an excel sheet for easier searching. The tax flyers that were presented to the Town Board were decided to be included in a Cassadaga Wind Project informational mailing in the spring of 2021. Hunting license sales are still picking up. A informational quote to re-paint and re-letter the Town Plow outside the Highway Garage was presented. A decision was tabled until spring.

The following report was presented:

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Conservation	Conservation	4	32.94
			Sub-Total:	\$32.94
A2544	Dog Licensing	Female, Spayed	12	80.00
		Female, Unspayed	4	48.00
		Male, Neutered	9	45.00
		Male, Unneutered	2	24.00
	Senior Citizen Discount	Senior Citizen Discount	6	-12.00
			Sub-Total:	\$185.00
			Total Local Shares Remitted:	\$217.94
Amount paid to: NYS Ag. & Markets for spay/neuter program				43.00
Amount paid to: NYS Environmental Conservation				1,817.06
Total State, County & Local Revenues:		\$2,078.00	Total Non-Local Revenues:	\$1,860.06

4. **WRITTEN ASSESSOR'S REPORT:**

Assessors Report

September 2020

School tax bills are out. If someone did not receive their tax bill, they will need to contact the tax collector. If there is an issue with exemptions or value, they can contact me.

The State has started mailing out the STAR Credit checks to those in the PV school district. All property owners who are on the STAR Credit check program instead of the STAR Exemption program should receive their check over the next couple of weeks. If they do not receive their check by 09/30/2020 I would recommend they call 518-457-2036.

Thank you.

5. **WIND UPDATE:** Via email from Randy Buntjer:

Progress to date:

Tree Clearing/ Collection Line Grubbing/ Matting for T-Line: Contractor- IW/ Terry Tree

IW is continuing the grubbing/ stump removal for the collection line. The work is now focused on the East portion of the project, Scope Completion 50%. IW is also performing matting for the T-line work, that work is intermittent and on an as need basis for the T-Line Contractor, OCE, Scope Completion 60%.

Collection Activities: Contractor- William Charles Electric (WCE)

WCE's boring contractor (LSI) has been performing boring work throughout the collection route area, but primarily focused on Circuit's 4 and 5 which are in the NW Section of the project, Scope Completion 24%. Trenching has started in the area by the Collector Sub and Mill Creek Rd., Scope Completion 13%.

Turbine Manufacture Activities: Nordex and SGRE (Siemens Gamesa)

3 full turbines have been delivered and most minor components. Because the Civil Contractor was behind schedule, additional deliveries were delayed a few weeks but will continue the end of this week with deliveries of 2 to 3 turbines a week. We've started in the NW section of the project. Current order for first deliveries are- T21, T19, T20, T11, T53, T48, T4, T35, T57, T3, T33, T43, T38.

Erection Activities: Contractor- Global Wind Services (GWS)

Turbine erection activities- T21 Nacelle is set. T19 Base/ Mid is set. Scope Completion 5%.

High Voltage: Contractor- O'Connell Electric (OCE)

POI Substation structure mostly completed, testing in progress and will be ongoing for some time. Scope Completion 90%.

Collector Substation off Cleland Rd has most underground work complete, some structures installed, Breaker Pads installed, and preparing for Control House Delivery. Scope Completion 25%.

T-Line work in progress, structure foundations are being installed, line pulls have started and are ongoing. Scope Completion 73%.

Civil Work: Contractor- JBS (Zoladz is main sub-contractor to JBS)

Activities in their scope are currently happening throughout the project. Turbine access roads have been completed in the NW/ SW/ Central section of the project, Zoladz is currently focused on the NE/ SE Section of the Project. Turbine foundation pours completed in NW Section of project, moving to central and SW section. Turn improvements at public intersections are 95% complete.

17 of 37 Complete Turbine Foundations Poured.

Activities Since Last Report:

- First Nacelle installed.
- Additional Bore Crew added by Collection Contractor.
- SGRE Mobilized to Site.
- T3 Foundation, the first foundation, did not meet specifications for various reasons and has been demolished. This was a monolithic pour, all pours after are being done in a two part pour.

Activities Planned for Next Period:

- Repour T3.
- Finish Concrete Stabilization of Access Roads.
- Complete Public Turn Improvements.
- Start installation of Pad Mount Transformers.
- Delivery of Collector Substation Control House.

6. The Town Board discussed information received from the Town Attorney regarding NYS Mandated Sexual Harassment Prevention Training. Since the obligation is actually on the Employer to provide training, the Employer cannot only allow an employee to have the training elsewhere/at another job, AND all Town Zoning Board members as well as the Board of Assessment Review members must receive the training. A letter/email will be forwarded to all members explaining the training that must be completed by December 1, 2020.

A motion to adjourn the regular meeting and enter into Executive Session regarding discussion of the CBA with the Teamsters Union was made by Darren Carlstrom, seconded by Harold North and with none opposed it carried.

A motion to adjourn the Executive Session was made by Mark Abbey, seconded by Darren Carlstrom and with none opposed it carried.

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

Due to the NYS Executive Order regarding the COVID-19 crisis the next regular Town Board Meeting is scheduled for Wednesday, November 4th, 2020 at the Charlotte Highway Department, 7059 Rood Rd., Sinclairville, NY. Anyone interested is welcome to attend either in person or the preferred method at this time is 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