

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



The Town Board, Town of Charlotte held a regular Board Meeting on Wednesday, March 10<sup>th</sup>, 2021 at 7:00 p.m. in the Sinclairville Volunteer Fire Department Hall, Allen Chase, Supervisor presiding. Board members present were: Darren Carlstrom, Harold North, Mark Abbey and Mark Jaquith. Other's present were: Mark LeBaron, Highway Superintendent, Jeffrey Crossley, Town Justice, Earl Riggle, John & Jen Conway and Susan L. Peacock, Town Clerk.

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 February 10<sup>th</sup>, 2021 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 Darren Carlstrom and with none opposed it carried to draw warrants on the proper funds in payment of Highway Claims No. 33 to No. 47 in the amount of \$10,582.19 which have been duly audited and to draw warrants on the proper funds in payment of General Fund Claims No. 43 to No. 73 in the amount of \$72861.00 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 February 2021 Financial Report prepared for the Town of Charlotte by Bahgat Laurito & Bahgat,

A motion was made by Mark Abbey, seconded by Harold North and with none opposed it carried to authorize Allen Chase, Town Supervisor, to pay GHD invoice #83483 dated 2/27/21 in the amount of \$77.50 out of the escrow account funded entirely by Innogy. This is at no cost to the Town in any way.

A motion was made by Mark Jaquith, seconded by Darren Carlstrom and with none opposed it carried to set the Town Clean Up day for Saturday, May 8<sup>th</sup>, 2021 from 8am to 4pm. Nothing will be accepted after hours.

A motion was made by Mark Jaquith, seconded by Darren Carlstrom and with none opposed it carried to schedule a public hearing on Wednesday, April 14<sup>th</sup>, 2021 at 7:00 p.m. in the Sinclairville Volunteer Fire Department Hall, 30 Main St., Sinclairville, NY on

the proposed release of no more than \$53,000 from funds in the Equipment Reserve Fund to fund the purchase of a new loader for the Town.

A motion was made by Darren Carlstrom, seconded by Harold North and with none opposed it carried to allow Mark LeBaron, Highway Superintendent, to begin the purchasing process of a Hyundai HL955A Loader with trade in of our current loader with a yearly trade-in contract.

A motion was made by Mark Jaquith, seconded by Harold North and with none opposed it carried to bid out a new roof and replacement of 2 man doors at the Town Highway Building. Bids must be received in the Town Clerk's office by Friday, April 9<sup>th</sup>, 2021 at Noon at which time all bids will be read aloud.

Discussion was heard on the following:

1. **JUSTICE REPORT:** 35 new cases, 15 closed in February. The Court is still waiting reopening permission. A grant for a metal detection wand has been approved and a wand will be ordered soon. The Court has been receiving several phone calls regarding cases that have been paused. A Town Court February 2021 Report was presented as follows:

*Court Clerk*

# DISPENSING JUSTICE FOR ALL

				2021		
			NEW CHARGES	CLOSED CHARGES		
JAN			27			11
FEB			35			15
MAR						
APR						
MAY						
JUNE						
JUL						
AUG						
SEPT						
OCT						
NOV						
DEC						
TOTAL OPENED CHARGES				TOTAL CLOSED		
				CHARGES		
			62			
				26		
TOTAL CHARGES TO DATE FOR 2021						88
PETTY CASH FUND IS			\$250.00			
TRAINING COMPLETED			Both Judge & Court Clerk have completed NEW MANDATORY training not included in the Mandatory Hours per year. This NEW MANDATORY training is Cyber Security			
Judge has completed 2 of the 12 Mandatory Judicial Classes						
Judge is up to date on Cyber Security Classes, Court Clerk has one new Cyber Security Class to take						
AWAITING REOPENING PERMISSION						
Preparing for Virtual Conferencing with Attorneys						

## 2. HIGHWAY REPORT:

1. Plowing and sanding roads.
2. Servicing bucket truck, road sweeper, Kubota lawn tractor and the tailgate conveyor.

3. Servicing and repairing plow trucks.
4. Hauling Ice control sand.
5. Cutting trees and brush on Gilbert Rd., prepping for paving this year.
6. Posted weight limit signs on roads. Notice in paper March 12<sup>th</sup>, 2021.
7. Looking into surveillance systems for the Highway Building.

3. **CLERK REPORT:** February scheduled hours were 34.5 with 53 hours actually worked leaving the total amount of 18.5 hours over the scheduled hours. All Town contracts will be paid out this month. The AUD report has been received and a notice will be in the paper March 12<sup>th</sup>, 2021. The BAS system updated for all the new marriage forms. There is a DEC burn ban from March 16<sup>th</sup> – May 14<sup>th</sup>, 2021. For more information, go to the NYS DEC website. Post Journal is still not coming to Amy Jaquith, Town Historian. The following report was presented:

03/01/2021

Town Clerk Monthly Report  
February 01, 2021 - February 28, 2021

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Account#	Account Description	Fee Description	Qty	Local Share
	Building fees	Additions & Alterations	1	25.00
			<b>Sub-Total:</b>	<b>\$25.00</b>
A-1255	Certified Copies	Certified Copies	5	50.00
			<b>Sub-Total:</b>	<b>\$50.00</b>
A2544	Dog Licensing	Female, Spayed	10	60.00
		Female, Unspayed	1	12.00
		Male, Neutered	6	50.00
	Senior Citizen Discount	Senior Citizen Discount	8	-24.00
			<b>Sub-Total:</b>	<b>\$98.00</b>
<b>Total Local Shares Remitted:</b>				<b>\$173.00</b>
Amount paid to: NYS Ag. & Markets for spay/neuter program				25.00
<b>Total State, County &amp; Local Revenues:</b>		<b>\$198.00</b>	<b>Total Non-Local Revenues: \$25.00</b>	

4. **TAX COLLECTOR:** February tax amount collected on 478 parcels: \$498,439.71. The mail has been coming in steady.

5. **CODE ENFORCEMENT OFFICER REPORT:** Via verbal from Alan Gustafson:

1. One new building permit was issued last week.
2. Continuing work on D & M buildings.

3. Working on NY State annual Code Enforcement Report.
4. Getting ready for the ISO Fire audit that goes through Code Enforcement Officer files and permit procedures.

7. **WIND UPDATE:** Randy Buntjer from Innogy gave the following update via email:

#### **Progress to date:**

##### **Collection Activities: Contractor- William Charles Electric (WCE)**

WCE's boring contractor (LSI) has been performing boring work throughout the Eastern Project area weather permitting. boring is about 86% complete with a couple areas left that are in the most difficult areas of the project. Trenching is happening throughout the Eastern Project area. Trenching Scope Completion is about 72%. WCE continues to set Pad Mount Transformers, currently have 18/27. The winter weather continues to slow collection line work.

##### **Turbine Manufacture Activities: Nordex and SGRE (Siemens Gamesa)**

All turbine components have been delivered. Commissioning has started on Nordex units.

##### **Erection Activities: Contractor- Global Wind Services (GWS)**

Turbine erection activities- 26 Turbines are fully erected as of this report and all base/ mids are set. Remaining areas for erection work is off Erwin Rd and off Weaver Rd.

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

POI- complete/ energized

T-Line- complete/ energized

Collector Sub- complete/ energized.

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

Turbine access roads have been completed, but will have ongoing maintenance work through the winter. 37 of 37 Complete Turbine Foundations Poured.

#### **Activities Since Last Report:**

- Complete delivery of all turbine components.
- Start commissioning Nordex Turbines.

#### **Activities Planned for Next Period:**

- Complete Circuit 4 electrical work
- Energize Circuit 4.

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

The next regular Town Board Meeting is scheduled for Wednesday, April 14<sup>th</sup>, 2021 at the Sinclairville Volunteer Fire Department, 30 Main St., 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