

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



The Town Board, Town of Charlotte held a regular Board Meeting on Wednesday, September 8th, 2021 at 7:00 p.m. in the Town of Charlotte Highway Building, 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, Branden Robbins, Tim Cobb, Highway Department Employee, 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 Mark Abbey followed by the Pledge of Allegiance.

Each board member had been given a copy of the minutes of the August 11th, 2021 board meeting. A motion was made by Harold North seconded by Mark Jaquith 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. 120 to No. 130 in the amount of \$7,264.93 which have been duly audited and to draw warrants on the proper funds in payment of General Fund Claims No. 183 to No. 198 in the amount of \$4825.72 which have been duly audited.

A motion was made by Harold North, seconded by Darren Carlstrom and with none opposed it carried to accept the August 2021 Financial Report prepared for the Town of Charlotte by Bahgat Laurito & Bahgat.

A motion was made by Darren Carlstrom seconded by Mark Jaquith and with none opposed it carried to allow the purchase of 14 – 15 trees for the Town Park from Johnston's Evergreen Nursery with the Town credit card in an amount not to exceed \$2000.

A motion was made by Darren Carlstrom, seconded by Harold North and with none opposed it carried to set a public hearing regarding opting out of the NYS Cannabis law (penal law section 220) within the Town limits on Monday, October 4th, 2021 at 7pm at the Town of Charlotte Highway Building, 7059 Rood Rd., Sinclairville, NY 14782. Anyone who would like to speak may do so at this time.

Discussion was heard on the following:

1. **HIGHWAY REPORT:**

1. Finished mowing shoulders.
2. Helped Sheridan, Stockton, Cherry Creek, Hanover, & Conewango pave.
3. Helping Ellington ditch and cut shoulders.
4. Helped Cassadaga Valley High School oil & stone their parking lots.
5. Gravel and spot ditch on Cook Rd.
6. Oil and stoning for the County.
7. Helped Pomfret put gravel shoulders on Lamberton Rd. with our grader & shoulder machine.
8. Received our new Hyundai loader.

2. **JUSTICE REPORT:** August had 47 new charges and 47 closed charges bringing the total for 2021 to 296 new charges and 255 closed charges. Now that Court is open with mask mandates, cases are moving along. Both the Judge and Court Clerk have completed new mandatory cyber security training. Patrols in the area have been increased. The following report was presented:

DISPENSING JUSTICE FOR ALL						
				2021		
		NEW CHARGES			CLOSED CHARGES	
JAN			27			11
FEB			35			15
MAR			58			23
APR			6			15
MAY			59			27
JUNE			41			63
JUL			23			54
AUG			47			47
SEPT						
OCT						
NOV						
DEC						
TOTAL OPENED CHARGES				TOTAL CLOSED		
					CHARGES	
			296			255
TOTAL CHARGES TO DATE FOR 2021						551
PETTY CASH FUND IS			\$250.00			

3. **CLERK REPORT:** August scheduled hours were 41.5 with 45.1 hours actually worked leaving the total amount of 0 hours over the scheduled hours. 2022 budget forms that were received from Town Officials were given to Allen Chase as of September 1st. \$65 in donations for the Town Park were received in August. Questions from residents regarding a dog kennel business were referred to Alan Gustafson. The signposts for the new Town Park sign that Allen Chase donated are at the Highway department and will be installed soon. AED equipment quotes were given to Town Board members to see if they are interested in putting one in the Town Highway Building and/or Justice Court. Annual Sexual Harassment prevention training will be sent out this month to ALL EMPLOYEES and OFFICIALS this month. Training MUST BE completed by December 31, 2021. Dogs found at large in the Village limits should be

reported to the Village clerk. Matthew Riggle, Deputy Clerk, has been catching up on paperwork as well as downloading historical documents into the Laserfiche program. The following report was presented:

09/01/2021

Town Clerk Monthly Report
August 01, 2021 - August 31, 2021

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Account#	Account Description	Fee Description	Qty	Local Share
A1255	Marriage License	Marriage Fee	1	17.50
			Sub-Total:	\$17.50
A-1255	Certified Copies	Certified Copies	3	85.00
			Sub-Total:	\$85.00
A2544	Dog Licensing	Female, Spayed	12	70.00
		Female, Unspayed	5	60.00
		Male, Neutered	14	70.00
		Male, Unneutered	3	36.00
	Senior Citizen Discount	Senior Citizen Discount	6	-12.00
			Sub-Total:	\$224.00
			Total Local Shares Remitted:	\$326.50
Amount paid to: NYS Ag. & Markets for spay/neuter program				52.00
Amount paid to: State Health Dept.				22.50
Total State, County & Local Revenues:		\$401.00	Total Non-Local Revenues: \$74.50	

4. **BUILDING/ZONING REPORT:** Via text:

Mostly business as usual. I'll be issuing a temporary certificate of occupancy for the Cassadaga Wind building on Cleland Rd. Will be scheduling a ZBA meeting in the next few weeks for the barn addition and another project. Still working on several property maintenance issues including Route 60 junkyard. I will be in training next week for my 24 hours.

5. **DCO REPORT:** Via email:

DCO Report

Answered several calls from the Sherriff's Department about people calling in dog complaints.

Called people to remind to renew license.

Received calls about missing dogs.

6. **WIND FARM REPORT:** Most construction is done. Road reports are being evaluated by Sandy Sayyeau.

7. Allen Chase is waiting for more information on how to go about the Pickets Corners stop sign study.

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

The next regular Town Board Meeting is scheduled for Monday, October 4th, 2021 at the Town of Charlotte Highway Building, 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