

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



The Town Board, Town of Charlotte held an end of year meeting on Wednesday, December 26th, 2018 at 7:00 pm in the David Vern Luce Community Building. Allen Chase, Supervisor presiding. Board members present were: Darren Carlstrom, Henry Harper Jr. and Mark Abbey. Others present were Mark LeBaron, Highway Superintendent, Harold North 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 December 12th, 2018 board meeting. A motion was made by Henry Harper Jr., seconded by Darren Carlstrom and carried to accept the minutes as submitted.

A motion was made by Mark Abbey, seconded by Darren Carlstrom and carried to draw warrants on the proper funds in payment of Highway Claims No. 174 to No. 179 in the amount of \$10,666.13 which have been duly audited and to draw warrants on the proper funds in payment of General Fund Claims No.272 to No. 280 in the amount of \$1502.90, which have been duly audited.

A motion was made by Mark Abbey, seconded by Darren Carlstrom, and carried to set the Town of Charlotte Organizational Meeting Wednesday, January 9, 2019.

A motion was made by Henry Harper Jr., seconded by Darren Carlstrom, and carried to appoint Harold North to the Town Board taking the seat vacated by Kenneth Smith pending Mr. North's resignation from the Town of Charlotte Zoning Board. Mr. North will fill the seat until the term expires on December 31, 2019.

A motion was made by Henry Harper Jr., seconded by Darren Carlstrom, and carried to NOT to consent for Innogy to be represented by Hodgson Russ in separate private property matters sighting conflict of interest.

A motion was made by Darren Carlstrom, seconded by Mark Abbey, and carried to approve the following budget transfer:

HIGHWAY FUND TOWNWIDE  
\$9590.80 FROM DB5110.41  
TO DB5110.4  
For purchase of culvert pipe

A motion was made by Mark Abbey, seconded by Darren Carlstrom, and carried to approve the following budget transfers:

**General Fund Townwide**

\$	200	FROM	A1990.4	Contingent Contractual
		TO	A1355.4	Assessor Contractual
\$	200	FROM	A1990.4	Contingent Contractual
		TO	A1410.4	Town Clerk Contractual
\$	300	FROM	A1990.4	Contingent Contractual
		TO	A5132.4	Garage Contractual

*transfers for minor budget line overages*

**General Fund Outside Village**

\$	200	FROM	B1990.4	Contingent Contractual
		TO	B7140.4	Playgrounds & Recreation Contractual

*transfer for minor budget line overage*

**Highway Fund Townwide**

Budget Modifications

Modify 2018 adopted budget by increasing Revenue Line DA2680 Insurance Recoveries by \$1,987  
Modify 2018 adopted budget by increasing Expenditure Line DA5130.2 Machinery Equipment by \$1,987

*adjust budget for receipt of insurance claim proceeds*

\$	812	FROM	DA9010.8	Employee Benefits State Retirement
		TO	DA5142.4	Snow Removal- Fuel
\$	1,000	FROM	DA9089.8	Employee Benefits Other Benefits
		TO	DA5142.4	Snow Removal- Fuel

*transfers for minor budget line overages*

Discussion was heard on the following:

1. **Clerk Report**: At the December 19<sup>th</sup>, 2018 CCMCA (Chautauqua County Municipal Clerk's Association) meeting, 1 box of 50 Niagara Candy bars were procured to sell out of the Town Clerk's office at the cost of \$1 each to benefit the CCMCA 2019 Scholarship Fund. A donation of \$350 was given to the Samaritan House in Sinclairville that was obtained by Susan L. Peacock, Town Clerk, from the CCMCA December meeting fundraiser toward the Samaritan House's new roof. Susan was also appointed Secretary of the CCMCA for a term of 1 year. A 1-year termination notice was given to other employers of the Town Clerk so she can focus her energies on the Town business.

2. **Highway Report**: Furnace vents are installed and in good working order. Heater by 1<sup>st</sup> truck bay is condemned and should not be used as it is a fire hazard. The tube is cracked in half causing bad air mixture with flame and a replacement is needed. This heater has been shut off since last winter. Ron Pavlock of Pavlock and Sons Construction Inc. will submit 3 sets of plans certified and stamped for a 18' x 66' addition on the maintenance shop. The Town of Lockport Town Board has approved selling their 2002 International ten-wheel plow truck with equipment to the Town of Charlotte at a cost of \$10,000.

A motion to adjourn was made by Darren Carlstrom, seconded by Henry Harper Jr. and carried.

Respectfully Submitted  
Susan L. Peacock  
Town Clerk