

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



The Town Board, Town of Charlotte held a regular Board Meeting on Wednesday, August 12, 2026 at 6:00 p.m. in the Sinclairville Volunteer Fire Department, Francis Lauricella Jr., Town Supervisor presiding. Board members present were: Mark Jaquith, Scott Dibble, Harold North and Larry Green. Other's present were: Mark LeBaron; Highway Superintendent, Jeffrey Crossley; Town Justice, Joe McKenna; Sinclairville Volunteer Fire Department Chief, John Conway; Zoning Board Member, Earl & Joni Riggle, Allen & Hope Fredrickson, and Susan L. Peacock; Town Clerk.

The meeting was called to order.

*** ALL OFFICERS WERE GIVEN ANNUAL BUDGET ESTIMATE FORMS DUE BACK BY SEPTEMBER 1ST ***

Prayer and Pledge of Allegiance were led by Supervisor Lauricella.

Each board member had been given a copy of the minutes of the July 8, 2026, 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 Harold North, seconded by Mark Jaquith and with none opposed it carried to draw warrants on the proper funds in payment of Highway Claims No. 98 to No. 109 in the amount of \$27,633.71 which have been duly audited and to draw warrants on the proper funds in payment of General Fund Claims No. 171 to No. 197 in the amount of \$8374.57 which have been duly audited.

A motion was made by Harold North, seconded by Larry Green and with none opposed it carried to accept the July 2026 Financial Report prepared for the Town of Charlotte by Bahgat Laurito & Bahgat.

A motion was made by Larry Green, seconded by Harold North and with none opposed it carried to change the milage rate for Town of Charlotte business from \$.725/mile to 76¢/mile reflecting the Federal Rate change retroactive as of 7/1/2026.

A motion was made by Scott Dibble, seconded by Larry Green and with none opposed it carried to designate ShahJaans as our testing facility for the Highway workers.

A motion was made by Larry Green, seconded by Scott Dibble and with none opposed it carried to move forward with the proposal submitted by Allen and Hope Fredrickson to

build an addition onto the existing Town Hall building at 11 Jamestown St. to accommodate the Court as well as a Town meeting area and for the Town to assist with surfacing the parking area to be built on Main St. for additional parking for the Town and Village use.

The following resolution was offered by Mark Jaquith, seconded by Harold North and with none opposed it carried.

RESOLVE that the Town Board, Town of Charlotte does hereby adopt the following "Voluntary Shelter Contribution option on dog licenses" resolution as follows:

Voluntary shelter contribution option on dog license

WHEREAS, chapter 59 of the New York State laws of 2010 as amended were further amended effective December 2025 to require a line item on dog license renewals giving applicants the option of making a contribution in support of a pound or shelter managed or contracted by the municipality and deposit said funds into a dedicated fund to disperse annually to the applicable pound or shelter and;

WHEREAS, the Town of Charlotte contracts for these services with the Chautauqua County Humane Society and;

WHEREAS, the Town Clerk's Office has initiated this requirement by listing the option to make donations to the Chautauqua County Humane Society on all dog license renewal processes and establishing the budget line item of A2705 to be added to the monthly reconciliation and payment to the Town Supervisor of monies taken in by the Town Clerk's Office now and;

THEREFORE, be it resolved the Town Board acknowledges the new legislation and approves the establishment of line item A2705 and the process and procedures made for implementing this law and therefore the Town Clerk is hereby directed to enter this resolution in the minutes of this meeting.

Discussion was heard on the following:

1. **HIGHWAY REPORT:**

1. Helping Villanova pave
2. Millings on Rt. 60
3. Ditching Boutwell Hill
4. Hauling ice control sand
5. Hauling gravel
6. Helping Pomfret pave
7. Replacing driveway pipes around Town

2. **CLERK REPORT:** July scheduled hours were 40.5 with 51. hours actually worked leaving the total amount of 10.5 hours worked over the scheduled hours in July. A \$72 donation was received for the Town Park. The Town Clerk is ready for the 2025 audit by the Town Board. A resident requested the picnic tables and benches at the Town Park be sanded & painted as they are in disrepair and snagging on clothing. Town Board members were reminded to RSVP for the 50th Anniversary of the Sinclairville 76er's party August 28, 2026 at 11am in the 76er's luncheon site at the Sinclairville Fire hall. The time capsule is procured and a plaque affixed labeling the time capsule with information on when it was sealed and when it is expected to be opened. It will be sealed at the History Fair September 12, 2026 to be opened in 50 years

08/03/2026

Town Clerk Monthly Report
July 01, 2026 - July 31, 2026

Page 1

Account#	Account Description	Fee Description	Qty	Local Share
	Building fees	Additions & Alterations	1	75.00
		Miscellaneous	1	25.00
		Zoning Hearing Fees	1	400.00
	Donation for the Town Park	Donation for the Town Park	1	72.00
		Sub-Total:		\$572.00
A-1255	Certified Copies	Certified Copies	6	60.00
		Sub-Total:		\$60.00
A2544	Dog Licensing	Female, Spayed	8	59.00
		Female, Unspayed	1	12.00
		Male, Neutered	10	82.00
		Male, Unneutered	3	36.00
	Senior Citizen Discount	Senior Citizen Discount	7	-22.00
		Sub-Total:		\$167.00
		Total Local Shares Remitted:		\$799.00
Amount paid to: NYS Ag. & Markets for spay/neuter program				27.00
Total State, County & Local Revenues:		\$826.00	Total Non-Local Revenues:	\$27.00

at the 300th Birthday of the USA, on or around July 4, 2076 by the Town Clerk, Town Supervisor and Town Board. The following report was presented:

The following report was received from the Sinclairville Fire Department:

Sinclairville Volunteer Fire Co Activity Report by Town/Village and Nature of Call												
1/1/26 thru 12/31/26		Arkwright	Cassadaga	Charlotte	Cherry Creek	Ellery	Ellington	Gerry	Pomfret	Sinclairville	Stockton	
67	EMS ALS			19		3	4	20		19	2	73%
39	EMS BLS Priority			4		1		12		20	2	
40	EMS BLS Standard		1	6		1	1	12		18	1	
7	MVA PI ALS					1	1	3		2		5%
3	MVA PI BLS Priority			1		1		1				
24	MISC RESPONSE			11			1	8		4		22%
21	REPORT of FIRE/FIRE			5		1	2	9		3	1	
201	Year to Date	0	1	46	0	8	9	65	0	66	6	

7/1/26 thru 7/31/26		Arkwright	Cassadaga	Charlotte	Cherry Creek	Ellery	Ellington	Gerry	Pomfret	Sinclairville	Stockton
13	EMS ALS			3		1	1	3		5	
5	EMS BLS Priority							1		4	
4	EMS BLS Standard			1			1			1	1
1	MVA PI ALS						1				
0	MVA PI BLS Priority										
3	MISC RESPONSE			2				1			
3	REPORT of FIRE/FIRE							2			1
29	Current Month	0	0	6	0	1	3	7	0	10	2

155	Number of Calls Within District			46	Number of Calls Rendering Mutual Aid			YTD
77%	Percentage of Calls Within District			23%	Percentage of Calls Rendering Mutual Aid			
3	Call Count Discrepancy/Error between SVFC and CC Dispatch							

345	Statistically Projected 2026 Total		
-----	------------------------------------	--	--

3. **JUSTICE REPORT:** Justice Jeffrey Crossley reported new charges for July: 46 new, 103 Calendared and 52 closed. 30 boxes were sent out to be copied electronically & on the Cloud. 2 large drawers and old docket books are left, with hope of another Grant with a September 24th deadline.

4. **ASSESSOR'S REPORT:** via email from Kevin Okerlund:

Assessors Report

July 2026

The final roll was filed with the County and State July 1, 2026. The appropriate legal notice was published in the Post Journal.

All Assessor reports required by the State have been filed.

I will be updating the computer to create a 2027 file to begin working on next year's assessment roll.

Thank you.

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

The next regular Town Board Meeting is scheduled for Wednesday, September 8, 2026, at 6pm at the Sinclairville Volunteer Fire Department, 30 Main St. Lower, Sinclairville, NY. Anyone interested is welcome to attend.

Respectfully submitted.

Susan Peacock

Town Clerk/Tax Collector/Registrar