

TOWN OF BRIGHTON, FRANKLIN COUNTY, NEW YORK
REGULAR TOWN BOARD MEETING MINUTES

July 13, 2017

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The Regular Meeting of the Town Board of the Town of Brighton was held Thursday, July 13, 2017, at 7:00 p.m. at the Brighton Town Hall, Paul Smiths, NY, with the following:

CALL TO ORDER:

Meeting was Called to Order by Supervisor Peter Shrope at 7:03 p.m.

Pledge to the Flag was recited

ROLL CALL OF OFFICERS

PRESENT: Supervisor Peter Shrope

Council Members: Brian McDonnell Amber McKernan, and Steve Tucker

ABSENT: Council Member Lydia Wright

OTHERS PRESENT: Paul Blaine-Code Enforcement Officer, Andy Crary-Superintendent of Highways, Roseanne Gallagher-Assessor, and Elaine Sater-Town Clerk

GUESTS: None

NOTICE OF MEETING:

Notice of this meeting was posted on the Town Clerk's Sign Board

REPORTS

1. Highway Department - Andy Crary (Report submitted prior to meeting.)
 - a. Helped out NY State Department of Transportation (DOT) with removing grindings from State Road 86 job; used grindings around the Town Hall
 - b. Road raked the dirt roads
 - c. Took broom off tractor and replaced with mower; started mowing the road sides
 - d. Mowed and weed wacked the cemeteries
 - e. Weed wacked the intersections of Town roads
 - f. Worked on and filled the rock berm at Highway Garage
 - g. Cleaned up turn-around on Hull and on Grandma Pond's Roads.
 - h. Filled in a hole on Keese Mills Road near the horse barn and did shoulder work further down road
 - i. Employees using vacation time
 - j. Need to replace guard rails on Split Rock Road and Keese Mills Road and add new ones on Keese Mills Road; damaged/missing rails are causing a safety hazard. Highway will help by removing old rails and provide traffic control
 - k. Submitted Annual 2016 Monitoring Report to NYS Department of Environmental Conservation (DEC) for SPDES Permit#NY0256145 for discharge system at Town Garage
 - l. Attended a meeting in Duane to discuss the County snow and ice removal contract.

RESOLUTION #33-2017

EMERGENCY PURCHASE OF GUARDRAILS AND INSTALLATION/REPLACEMENT

Motion made by Supervisor Peter Shrope, second by Steve Tucker,

WHEREAS there is an emergency situation involving guardrails on two town roads, and

WHEREAS the guardrails on Keese Mills and Split Rock Roads are unsafe or missing and they constitute a dangerous situation for people driving on these Town Roads,

WHEREAS two quotes for rails and installation were received from companies on the Franklin County Contract list as follows:

Chemung Supply Corp: \$27,896.70

TCBR: \$14,595.00

NOW THEREFORE BE IT RESOLVED that the Superintendent of Highways be authorized to purchase and have installed replacement guard rails on Split Rock Road and Keese Mills Road, and also have new guard rails installed where needed on Town Roads by Town and Country Bridge and Rail (TCBR) of Albany, NY; not to exceed \$16,000.

ROLL CALL VOTE: Aye 4 (McDonnell, McKernan, Shrope, Tucker), Nay 0, Absent 1 (Wright)

RESOLUTION #33 declared duly adopted

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EXECUTIVE SESSION

Motion made to **GO INTO Executive Session** at 7:25pm by Supervisor Peter Shrope, second by Amber McKernan, for the purpose of discussing the financial history of a particular corporation pursuant to Public Officers Law Article 7, Section 105, Para f. Aye 4 (McDonnell, McKernan, Shrope, Tucker), Nay 0, Absent 1 (Wright)

Motion made to go **OUT OF Executive Session** at 7:35pm by Supervisor Peter Shrope, second by Amber McKernan. Aye 4 (McDonnell, McKernan, Shrope, Tucker), Nay 0, Absent 1 (Wright)

- m. HIGHWAY Report Continued
 - i. **Mt Pond Road: Brian McDonnell** said he heard from Rob Daily, Forester from the NYS DEC concerning Mt Pond Road, the road needs repair but the trees need to be trimmed and chipped first; a permit will be needed first.
 - ii. **Mining Permit: Supervisor Peter Shrope** said he filed the Mining Permit with the County Clerk's Office. Discussion is being held with the APA as to how many trees actually need to go into the site. Trees that are 4 to 6 feet tall are \$100 each. He is proposing 20 white pines and shrubs to reduce the cost. Would like to purchase the trees from Moody's Farms because they will guarantee the trees and they are a local business. Waiting for an answer from APA before proceeding. Brian McDonnell suggested using Paul Smith's College (PCS) urban tree class and using some trees from PSC property.
2. Assessor- Roseanne Gallagher: Report given during meeting
 - a. Three recent sales : County Road 31, Diane Griffin to Danielle Carr, etc, \$170,000; State Route 86, Rouse Fountain to Marlowe \$245,000;Clarke Wardner Road, Dishon to Sheldon \$125,000
 - b. New Private Road: Jillian Lane
 - c. STAR Program: Senior STAR is reduced to \$55,020 from \$55,510, and Basic STAR is reduced to \$25,200 from \$25,500
 - d. DATA Collection: As collection is progressing finding lots of errors that need correcting, will stop collecting data for the summer since people are in houses and will work on data already collected. Project will take a lot longer than she thought as she has to check everything as cards are not reliable and she is creating new ones.
3. Town Clerk- Elaine Sater:
 - a. Total Revenue to Supervisor as of June 30 was \$2,701.75 from 1 Marriage License #1, 2 donations for Town Park, 9 Dog Licenses: 3 new (Tag#186-188) and 6 renewed, 8 Building Permits (#17-009 through 016), and 1 Notary Signatures
 - b. Assessor filed the Final Assessment Roll for 2017 on July 1.
 - c. TOWN HALL REQUEST: Wednesday, September 20, Adirondack Lakes Center for the Arts, 4:45 to 6:30pm
 - d. TOWN PARK REQUEST: June 17, Spencer Family, 12 noon to 4 p.m.; June 24, Shay Family, 1-3pm; and Sunday, August 13, Lutheran Church, 3-7 pm
 - e. RECORDS MANAGEMENT: Indexing minutes from 1935-1950, still working on shredding 2010 Town and Court Records.
4. Historian - Elaine Sater: Report given at meeting: People continue to come by with "102 Towns in the Adirondack Park" book for a signature.
5. Code Enforcement Officer (CEO) - Paul Blaine: Report received prior to meeting
 - a. 8 building permit (BP) were issued during June (BP#17-009 and 016)
 - b. Issued Five (5) Certificates of Compliance BP#17-002 through 005 and 17-007.
 - c. Will be out of the office August 24 and 31 for vacation
6. Tax Collector - Holly Huber: Report provided prior to meeting
 - a. Report: Paid the Supervisor \$.58 in interest on May 2, 2017, Check #974, receipt # 169560
 - b. Audit of the Tax Collector's financial records was conducted on July 13 at 6:00pm; it went well.

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RESOLUTION #34-2017

AUDIT OF TAX COLLECTOR FINANCIAL RECORDS 2017

Motion made by Supervisor Peter Shrope, second by Steve Tucker,

RESOLVED that the Town Board accepts the audit of the Tax Collector's Financial Records for 2017 as audited by Council Members Brian McDonnell and Amber McKernan on Thursday, July 13, 2017.

ROLL CALL VOTE: Aye 4 (McDonnell, McKernan, Shrope, Tucker), Nay 0, Absent 1 (Wright)

RESOLUTION #34 declared duly adopted

- c. Brian McDonnell said the Tax Collector purchased a new computer and wants to destroy the hard drive and get rid of the old computer. Discussion was held on the proper procedure to get rid of Town equipment. The computer needs to be turned in to the Town and the records backed up in an accessible format. The purchase of the new computer needs to be approved by the Board if over \$300.00.
7. Town Justice - Nik Santagate: Supervisor Peter Shrope said he received a check in the amount of \$2,884.00 and the Town Justice reported he disposed of 25 cases for the month of June
8. Animal Control - Tri Lakes Humane Society: No Report received
9. Supervisor - Peter Shrope:
 - a. Boiler Inspection: Hartford Steam Boiler inspected the boilers in both Town Hall and Garage.
 - b. Camp Gabriels: Property designation did not make it through this Legislative Session, but a land swap proposal was passed for 750 acres. It will take at least until 2020 to get Camp Gabriels property on the ballot.
 - c. Common Ground Alliance: Attended meeting in Old Forge, 8 supervisors attended. Attended session on "Beautifying Downtowns" or "third world blight" in towns.
 - d. Village of Malone Open House: New building open at 343 West Main Street in Malone.
 - e. United States Senator Kirsten Gillibrand: Received an invitation to attend a function where Senator Gillibrand will be at Paul Smith's College on July 17 to recognize the Adirondack Watershed Institute
 - f. Countywide Shared Services Plan: Distributed plan to Board, if Town does not participate an ad must be published in the newspaper. The Town is already on a "shoe string" budget; there are not many areas to cut costs left. Any items purchased and delivered to Malone will increase mileage cost to Town to pick it up. If the plan does not get approved, the process will start again next year. The County will hold public hearings before it goes on the ballot.
 - g. Budget as of June 30, 2017, provided to Board members:
 - i. Revenues for June: \$770.99 Stumpage fees from County, \$2,884 from Town Justice, and \$2,701.75 from Town Clerk
 - ii. NYCLASS interest received for the General Fund was \$64.02 total in account \$105,948.38 (\$20,000 for Town Hall Roof Project) and Highway Fund is \$24.43 total in account \$40,376.86.

ACCEPT/AMEND MINUTES

- Regular Board – June 8, 2017

Motion made by Amber McKernan, second by Steve Tucker, to accept the minutes of the Regular Board Meeting of June 8, 2017, as written. Aye 3 (McKernan, Shrope, Tucker), Nay 0, Abstain 1 (McDonnell), Absent 1 (Wright).

CITIZENS COMMENTS: None

BUSINESS

1. **Retirement Record of Activities:** Need to amend the ROA resolution to correct the Superintendent of Highways information.

RESOLUTION # 31-2017 (Amended)

RECORD OF ACTIVITIES FOR TOWN OFFICIALS FOR RETIREMENT SYSTEM

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Motion made by Supervisor Peter Shrope, second by Brian McDonnell,

WHEREAS the Elected and Appointed Town Officials are members of the NYS and Local Employees' Retirement System, and

WHEREAS a Record of Activities (ROA) for three months is required to determine the number of days worked for retirement benefits and the ROA from 2012 were recertified by these Town Officials,

NOW THEREFORE BE IT RESOLVED that the Town of Brighton Board hereby establishes the standard work day as 6 hours for elected and appointed officials, excluding the Superintendent of Highways whose standard work day is 8 hours and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body as follows:

Elected Officials:

Superintendent of Highways Andy Crary, Term Begins/Ends: 01/01/2016, 12/31/2017, Days per Month: 21.67

Tax Collector Holly Huber, Term Begins/Ends 01/01/2016, 12/31/2019, Days per Month: 4.76

Town Justice Nik Santagate, Term Begins/Ends 01/01/2016, 12/31/2019, Days per Month: 10.28

Town Clerk Elaine Sater, Term Begins/Ends 01/01/2016, 12/31/2019, Days per Month: 14.49

Supervisor Peter Shrope, Term Begins/Ends 01/01/2014, 12/31/2017, Days per Month: 9.18

Appointed Officials:

Code Enforcement Officer Paul Blaine, Term Begins/Ends: 01/01/ 2016, 12/31/2017, Days per Month: 5.63.

Assessor Douglas Tichenor, Term Begins/Ends 10/01/2013, 01/31/2015, Days per Month: 4.05

**ROLL CALL VOTE: Aye 4 (McKernan, Tucker, Shrope McDonnell), Nay 0, Absent 1 (Wright)
RESOLUTION #31 declared duly amended.**

2. **Saranac Lake Area Youth Program:** Received a request for funds from the Town of Harrietstown, but no contract was provided. Steve Tucker has not been able to attend any meetings. Supervisor Peter Shrope will ask for a contract for 2017.
3. **Town Hall Maintenance:** Wood is showing through the front of the building where the stain is coming off. The wood needs to be restrained. Flowers were added to the Town Hall.
4. **National Grid Rate Hike:** Will be holding public hearings on rate hike in Lake Placid on July 27 at 2 and 6 pm
5. **Land Purchase from Paul Smith's College:** Have not heard from Ray Agnew in 2 months.
6. **Park Use Policy:** Distributed a proposed addendum for park use, discussion was held on charging a fee to use the building. A local law is needed to charge a fee. Supervisor Peter Shrope will check with liability insurance agent for further information.
7. **Saranac Lake Wild Forest Plan - Brian McDonnell:** Attended the public hearing on the proposed plan, it has been fifteen years in the making; this is the largest unit in the Adirondacks. One major affect of the changes to this plan is for group campers like Scouts, campus students, tours, or large families; group size for a camp site is being reduced from 12 to 8. In the Town two new camp sites are being added on Lower St. Regis Lake.

COMMITTEES

Parks and Recreation- Peter Shrope, Amber McKernan:

1. Picnic Tables: Rotting tables need to be removed and replaced. Supervisor Peter Shrope will check with some individuals to see if they will make some for the Town.
2. Bleachers and dugouts need to be removed. Highway employee will take care of removing them.

CITIZENS COMMENTS: None

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AUDIT OF VOUCHERS:

RESOLUTION #35-2017

PAYMENT OF AUDITED VOUCHERS AS LISTED ON THE ABSTRACTS

Motion made by Amber McKernan, second by Brian McDonnell,

RESOLVED that the Supervisor be authorized to pay the audited vouchers as listed on the abstracts as follows:

PREPAID FUNDS: Abstract #7 for Voucher #7A through and including 7C for 2017 GENERAL FUNDS in the amount of \$467.42 and STREET LIGHTING FUND Abstract #7C in the amount of \$50.55

GENERAL FUND: Abstract #7 for Voucher #122 through and including #141 for 2017 funds in the amount of \$4,920.52

HIGHWAY FUND: Abstract #7 for Voucher #60 through and including #67 for 2017 funds in the amount of \$6,865.73

ROLL CALL VOTE: Aye 4 (McDonnell, McKernan, Shrope, Tucker), Nay 0, Absent 1 (Wright)

Resolution #35 declared duly adopted

ADJOURNMENT

Motion to Adjourn the meeting at 9:44 pm made by Brian McDonnell, second by Amber McKernan, Aye 4 (McDonnell, McKernan, Shrope, Tucker), Nay 0, Absent 1 (Wright)

Respectfully Submitted,

Elaine W. Sater, RMC
Brighton Town Clerk