

TOWN OF BRIGHTON, FRANKLIN COUNTY, NEW YORK  
REGULAR TOWN BOARD MEETING MINUTES - November 10, 2016

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The Regular Meeting of the Town Board of the Town of Brighton was held Thursday, November 10, 2016, following three Public Hearings held at 6:00 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 6:26 p.m.

**ROLL CALL OF OFFICERS**

PRESENT: Supervisor Peter Shrope

Council Members: Brian McDonnell, Amber McKernan, Steve Tucker and Lydia Wright

ABSENT: None

OTHERS PRESENT: Paul Blaine-Code Enforcement Officer, Andy Crary-Superintendent of Highways, Holly Huber - Tax Collector, Elaine Sater - Town Clerk, one resident, and Andrea Dumas, Village of Malone Trustee, County Legislature District #3 elect

GUEST: None

**NOTICE OF MEETING:**

Notice of this meeting was posted on the Town Clerk's Sign Board on November 3, 2016, in three post offices and businesses in the Town. Notice was also published in the Adirondack Daily Enterprise on November 3, 2016.

Supervisor Peter Shrope congratulated Andrea Dumas on being elected as the County Legislature for District #3. She said she plans to attend as many meetings as she can.

**REPORTS**

1. Highway Department - Andy Crary
  - a. Hauled tar for the County on McMaster Road
  - b. Put plow/wing on the 2015 and 2013 trucks
  - c. Put new lights on the 2015 sander
  - d. Cleaned up road from heavy snowfall
  - e. Made a dump run
  - f. Checked the roads
  - g. Cleaned out Split Rock Road culvert from beaver activity
  - h. Installed new plow on the F350
  - i. Put new sand flaps on 2015 sander
  - j. Employee on sick leave
  - k. Employee using vacation time
  - l. Will be in and out during hunting season
  - m. Bridge on Keese Mills Road was hit by a car and part of the cement is missing, a warning barrel is marking the spot, it is the culvert to be replaced if the grant comes through.
  - n. Holly Huber requested a Rainbow Lake sign be put up on County Road 60 where it is missing. Andy Crary contacted the County for a replacement sign.
  - o. Steve Tucker met with a representative from University of Vermont Alice Hyde Medical Center in Malone concerning a contract for drug testing and physicals for the highway employees; due to the distance to Malone there is no savings for the Town.
2. Town Clerk- Elaine Sater:
  - a. Total Revenue to Supervisor as of October 31, 2016 was \$ 911.79 from 1 Sport License, 11 Certified copies Vital Records, 4 Dog licenses, 3 renewed and 1 new (#181), 5 Building Permits (#16-013 and 16-032 through 035)
  - b. October 31, Posted notices on Town Clerk Sign Board at three local post offices and businesses for the Fire and Rescue contract Public Hearings to be held on Nov 10. Published notices in the Adirondack Daily Enterprise.
  - c. TOWN HALL REQUEST: None
  - d. TOWN PARK REQUEST: None
  - e. RECORDS MANAGEMENT: Started "Index of Minutes" for 1859 meetings forward

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3. Historian - Elaine Sater: Report given at Meeting: From the Minutes of 1881 to 1889  
March 1, 1881 - Election of Officers, Commissioner of Excise: P King and Game Constable: John Otis  
March 2, 1882 - Election of Officers  
April 29, 1882 - Appointment of Commissioners of Highways by Board of Justices of the Peace  
March 6, 1883 - Election of Officers  
May 12, 1883 - \$300 be levied and assessed on the Town for highway construction and repairs, note in margin, last payment made Feb 1, 1886  
March 4, 1884 - Election of Officers, Resolved to raise \$60 for the fence at the burying ground at McColoms (SIC) and \$40 for repairs at Rork School House.  
March 3, 1885 - Election of Officers, Resolved to raise \$300, \$250 by bond to be held by Dr. Gay and \$50 to used on roads, raise \$5 for a Justice Book to be held by Wardner filling a vacancy; Committee of three to build the fence at the "burnt ground"; Committee of three to expend \$40, now in the hands of the Supervisor HBS Smith, on repairs to the Town house or on the house used for that purpose.  
June 3, 1885 - Replaced A.C. McCollom, who failed to qualify for Assessor, with John McLaughlin.  
March 2, 1886 - Election of Officers  
April 6, 1886 - School District No. 4: Ordered the premise of Frank Alexander of District No.3 of Harrietstown and added to School District No. 4 of Brighton; 50+ acres.  
March 1, 1887 - Election of Officers  
March 6, 1888 - Election of Officers, Resolved by ballot to raise enough money to pay bond held by Dr. Gay. There are numbers recorded after four names: Supervisor HBS Smith: 85, Town Clerk Geo. D Knowles: 83, Commissioner of Highways CJ King: 4, and Justice of the Peace FTB Weller: 84. No explanation of the numbers given.  
March 5, 1889 - Election of Officers, numbers after names entitled "majority": Supervisor HBS Smith 89, Town Clerk Knowles 87, Commissioner of Highways AC McArthur 32, Justice of the Peace Edward Hinkson 88, Receiver of Taxes John McLaughlin 87, and Assessor AA Smith 89. Resolutions that GD Knowles be in charge of the burying ground in the East part of Town for the next year and anyone outside the Town must pay \$10 for a lot. Knowles is to repair fence and fix up grounds as he thought best and charge the Town.  
March 25, 1889 - Appointment of Commissioners of Excise; they met at AA Smiths.  
July 13, 1889 they met to resolve to raise \$300 for the repair of the roads that were not in proper condition for the loads that have to pass over them.
4. Tax Collector - Holly Huber: Report provided prior to meeting
  - a. Hours for Tax Collecting for January 2017 will be Tuesdays 6:30 to 8:30am, Wednesdays 5:30 to 7:30pm, and Saturdays 10am to 2pm at 592 County Route 60, Rainbow Lake, and other times by appointment.
  - b. Brian McDonnell and Amber McKernan met with the Tax Collector to discuss the findings of the Tax Collector's audit. Information provided by the Tax Collector was satisfactory. Passwords for the computer files were provided to the Town Clerk.
5. Town Justice - Nik Santagate: Report received prior to meeting:  
Supervisor Peter Shrope received a check in the amount of \$2,810.00 and the Justice disposed of 31 cases for the month of October
6. Code Enforcement Officer (CEO) - Paul Blaine: Report received prior to meeting
  - a. Five (5) building permits (BPs #16-013, and #16-032 through 035) issued
  - b. Three (3) Certificates of Compliance were issued for BP #16-016, 019, and 034
  - c. Building is slowing down due to the weather, issued two building permits for boathouses on Spit Fire Lake and he is working some ongoing homes.
7. Assessor - Roseanne Gallagher: Report provided prior to meeting
  - a. Picked up the sales reports from September and October yesterday. Brighton has 8 total, 5 are down as arms length sales. Didn't have time to look into them before the meeting tonight; will update the board on them for the December meeting.
  - b. The county real property dept. printed Town's renewals for the Enhanced Star exemptions. Brighton has 49 renewals. Have a total of about 350 for all my towns. Will be working on getting them all reviewed, folded, stuffed, sealed and stamped to hopefully mail around Dec. 1<sup>st</sup>.

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- c. Had 2 phone calls from Brighton residents in the last week that I couldn't understand. One of them, the man was obviously driving because he kept fading in and out with a lot of background noise. All I could understand was the phone # so at least I could return the call. The other one I listened to 4 times and wrote down what I thought he said for a phone #, I couldn't understand his name. When I called the # I got a hotel. The point of this is I do return phone calls when I can. If any resident complains to the board or supervisor that the assessor never calls them back, you could suggest that they speak clearly when they leave a message. Thanks!
8. Animal Control - Tri Lakes Humane Society: No report
  9. Supervisor - Supervisor Peter Shrope:
    - a. Camp Gabriels: Sent package of information to NYS Association of Towns Resolutions Committee and Al Graf in the NYS Assembly. Al Graf called and asked about the Town turning the property over to the County so they can use it for economic development; the Town does not own the property.
    - b. Tax Cap for Budget: Verified the tax cap amount with the NYS Comptroller's Office
    - c. Budget as of October 31, 2016, was provided to Board members, Revenue: \$26,472.16 from Franklin County for mortgage tax, \$2,810.00 from Town Justice, \$911.79 from Town Clerk, and \$1,500 sale of plow
    - d. NYCLASS: Interest of \$27.37 for General Fund; total in account \$105,577.63 (\$20,000 is reserved for Town Hall), and Highway Fund interest is \$10.44, total in account \$40,235.50
    - e. Mining Permit for Highway Department: Working on Adirondack Park Agency (APA)'s Mining Permit application; met with Tom Sehring and Andy Crary to discuss, obtained copies of the plot plans for the property from North Woods Engineering.

**REVIEW/AMENDMENT OF MINUTES**

Discussion was held on the wording of the minutes from the Special Meetings of October 6 and October 13 and the Regular Meeting of October 13, 2016; see Business, Paragraph 2.

**CITIZENS COMMENTS:** None

**BUSINESS**

1. **Agreements for Approval - Supervisor Peter Shrope:**
  - a. **Hyde-Stone Preventative Maintenance Agreement:** Received a contract for 2017 for preventative maintenance on boilers at Town Hall and Garage

**RESOLUTION #76-2016**

**PREVENTATIVE MAINTENANCE FOR 2017 WITH HYDE-STONE FOR BOILERS**

Motion made by Supervisor Peter Shrope, Second by Lydia Wright,

RESOLVED that the Town Board authorizes the Supervisor to sign an agreement with Hyde-Stone Mechanical Contractors, Inc., for the purpose of preventative maintenance on the boilers in the Town Hall and Garage for the year 2017 and that the amount of \$727.50 be paid to Hyde-Stone Mechanical Contractors, Inc.

**ROLL CALL VOTE: Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0  
Resolution #76 declared duly adopted.**

- b. **Adirondack Local Government Review Board (ALGRB):** Received a request to support the ALGRB in the amount of \$300; Brain McDonnell is the Franklin County representative and attends meetings.

**RESOLUTION #77-2016**

**ADIRONDACK LOCAL GOVERNMENT REVIEW BOARD SUPPORT FOR 2017**

Motion made by Supervisor Peter Shrope, Second by Amber McKernan

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RESOLVED that the Town Board authorizes the Supervisor to sign an agreement with the Adirondack Local Government Review Board (ALGRB) to support the services they provide as Adirondack Park Agency (APA) oversight and participate in decisions that affect 15 counties in the Adirondack Park in the amount of \$300.00.

**ROLL CALL VOTE: Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0  
Resolution #77 declared duly adopted.**

2. **Minutes, Recording/Amending - Supervisor Peter Shrope:** Received an email dated October 18 from the Town Clerk concerning the approval/amending of minutes. The Town Board is not required by law to “approve” minutes but may “amend” them if the facts presented at the meeting are incorrect in the minutes. The Town Clerk usually provides a summary of anecdotal discussion even though it is not required by law to be in the minutes. The Board’s practice has been to review the minutes and “accept them as written” or amend them as they see necessary. The Town Clerk puts the “draft” of the minutes on the Town’s website so the public has access to them within the proscribed time frame of 14 days after a Board meeting, she does not have to wait until the Board “approves/amends” them. The Tax Collector sent two emails dated November 7 requesting changes of the wording in the minutes of discussion that took place during the August 11 and October 13 meetings concerning the audit of the Tax Collector’s financial records. Discussion was held on the question: Should the process of dealing with minutes be changed? The Board agreed to continue their current process concerning the minutes.

**- Special Board – October 6, 2016**

Motion made by Amber McKernan, second by Supervisor Peter Shrope, to amend the minutes of the Special Board meeting of October 6, 2016, as follows: Votes needs to show by name how each voted. **Roll Call Vote:** Aye 4 (McDonnell, McKernan, Shrope, Tucker), Nay 0, Abstain 1 (Wright)

**- Special Board – October 13, 2016**

Motion made by Lydia Wright, second by Amber McKernan, to accept the minutes of the Special Board meeting of October 13, 2016, as written. **Roll Call Vote:** Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0

**- Regular Board – October 13, 2016**

Motion made by Lydia Wright, second by Amber McKernan, to accept the minutes of the Regular Board meeting of October 13, 2016, as follows: Page 5, Committees, Para 2, Adirondack Regional Airport, change “Gull” to “Go”. **Roll Call Vote:** Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0

**COMMITTEES:**

1. **AATV - Brian McDonnell:** The Adirondack Park Agency (APA) is holding Public Hearings on the land classification of the Boreas Pond property, 5 towns are directly affected, but all Towns have a voice in the decision.
2. **Saranac Lake Area Youth Program - Steve Tucker:** Nicole Myatt has been hired as the Executive Director
3. **Park & Recreation - Supervisor Peter Shrope and Amber McKernan:**
  - a. Dead Trees: Amber McKernan contacted Paul Smith’s College’s and met with them to discuss the trees, twelve were tagged to be removed. Need to contact NYS Department of Transportation for trees near State Route 86. Franklin County Highway Department for trees along County Road 60 and National Grid for trees near the power line. Will need to establish the “Right-of-Ways”.
  - b. Cleaned up debris
  - c. Port-a-potty has been removed
  - d. Signs for “Clean up after Dogs” were posted
  - e. Equipment: Spring toys need painting, new ones cost \$650.00, swing seats need to be replaced, orange paint is needed on the horseshoe stakes to mark them

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**CITIZENS COMMENTS:** None

**EXECUTIVE SESSION**

Motion to GO INTO EXECUTIVE SESSION made by Supervisor Peter Shrope at 8:45pm, second by Brian McDonnell in accordance with Public Officers Law, Article 7, Section 105f, for the purpose of discussing the employment history of a particular person, Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0

Motion to GO OUT OF EXECUTIVE SESSION made by Amber McKernan at 9:00pm, second by Brian McDonnell, Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0

**BUSINESS (continued)**

1. **Rescue Services Contract for 2017 - Supervisor Peter Shrope:** Public Hearing was held on November 10, 2016 at 6pm, amount remains the same as 2016 at \$28,270;

**RESOLUTION #78-2016**  
**RESCUE SERVICES FOR 2017**

Motion made by Supervisor Peter Shrope, second by Amber McKernan,

WHEREAS a Public Hearing was held on November 10, 2016, at 6pm for public to comment on the Rescue Services Contract with Saranac Lake Volunteer Rescue Services, Inc. for 2017 and

WHEREAS there were two positive comments for the contract,

NOW THEREFORE BE IT RESOLVED that the Town Board authorizes the Supervisor to sign a contract with Saranac Lake Volunteer Rescue Services, Inc. in the amount of \$28,270 for Rescue Services during 2017.

**ROLL CALL VOTE: Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0**  
**Resolution #78 declared duly adopted.**

2. **Town Budget for 2017 - Supervisor Peter Shrope:**

**RESOLUTION #79-2016**  
**TOWN BUDGET 2017**

Motion made by Supervisor Peter Shrope, second by Amber McKernan,

WHEREAS a Public Hearing was held on November 10, 2016, at 6pm for the public to comment on the Town's Preliminary Budget for 2017, and

WHEREAS there were no comments against the Budget and one comment for the Budget,

NOW THEREFORE BE IT RESOLVED that the Town Board approves the Town Budget for 2017 as follows:

General Fund:

Appropriations: \$ 397,811

Revenues: \$ 51,634

Fund Balance: \$ 10,339

General Fund Amount to be Raised by Taxes: \$335,838

Highway Fund:

Appropriations: \$ 305,586

Revenues: \$94,942

Fund Balance: \$ 8,019

Highway Amount to be Raised by Taxes: \$ 202,625

Taxable Assessed Value of Town: \$198,175,312

Special Districts:

Fire Protection Fund: \$ 89,130 (Taxable Assessed Value of Town: \$199,057,272)

Street Lighting Fund: \$ 900 (Easy Street Lighting District only)

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**ROLL CALL VOTE: Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0**  
**Resolution #79 declared duly amended.**

***AUDIT OF VOUCHERS***

**RESOLUTION #80-2016**

**PAYMENT OF AUDITED VOUCHERS AS LISTED ON THE ABSTRACTS**

Motion made by Amber McKernan, second by Lydia Wright,

RESOLVED that the Supervisor be authorized to pay the audited vouchers as listed on the abstracts as follows:  
PREPAID FUNDS: Abstract #11 for Voucher #11A through and including #11C GENERAL FUNDS in the amount of \$499.85 and STREET LIGHTING FUNDS in the amount of \$56.14  
GENERAL FUND: Abstract #11 for Voucher #212 through and including #225 in the amount of \$ 5,241.16  
HIGHWAY FUND: Abstract #11 for Voucher #92 through and including #102 in the amount of \$10,123.75

**ROLL CALL VOTE: Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0**  
**Resolution #80 declared duly adopted**

**ADJOURNMENT:** Motion to Adjourn the meeting at 9:08pm made by Amber McKernan, second by Lydia Wright; **Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0**

Respectfully Submitted,

Elaine W. Sater, RMC  
Brighton Town Clerk