

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

**January 09, 2020**

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The Regular Meeting for the Town Board of the Town of Brighton, Franklin County, NY, was held Thursday, January 09, 2020, directly following the 2020 Organizational Meeting at 7:00pm at the Brighton Town Hall, 12 County Road 31, Paul Smiths, NY, with the following:

**CALL TO ORDER:**

Meeting was Called to Order by Supervisor Peter Shrope at 7:58pm

**ROLL CALL OF OFFICERS**

PRESENT: Supervisor Peter Shrope

Council Members: Matthew Szeliga, Steve Tucker and Lydia Wright

ABSENT: Council Members Amber McKernan

OTHERS PRESENT: Paul Blaine-Code Enforcement Officer and Elaine Sater-Town Clerk

GUESTS: None

**NOTICE OF MEETING:**

Notice of this meeting was posted on January 3, 2020, on the Town Clerk's Sign Board and in three local post offices. A notice was published in the January 2, 2020, issue of the Adirondack Daily Enterprise.

**REPORTS**

1. **Highway - Andy Crary, Superintendent of Highways:** Report provided prior to meeting
  - a. Plowing and sanding of roads on a regular basis
  - b. Opened up cemetery for a burial
  - c. Men worked hard during ice storm
  - d. Changed steel on wing and plow on 2013 International
  - e. Blew hydraulic lines on 2015 International and had it fixed
  - f. Sander chain broke on 2015 International, had it fixed, ordered a new chain
  - g. Brakes on 2013 International needed attention, had Bob's Auto fix
  - h. Needed to get 3 pieces of backer steel for carbides
  - i. Both plow trucks were out of service at the same time, used a truck from the Town of Santa Clara, had to fix a hydraulic leak
  - j. Pushed back the banks for the Paul Smiths-Gabriels Volunteer Fire Department
2. **Town Clerk - Elaine Sater:** Report provided prior to meeting
  - a. Total Revenue to Supervisor as of December 31, 2019 was \$1,253.00, from 5 Dog Licenses 1 new (Tag#230) and 4 renewed and 3 Building Permits (#19-033 thru 035)
  - b. Dec 12 - Received request from Franklin County Legislature, dated December 2019, Re: Updating 2020 County Directory, faxed in change for Matthew Szeliga for Council Member and corrected Town Clerk's home phone number
  - c. Dec 17 - Received notice of resignation from Hannah Huber as Deputy Tax Collector, received notice from Holly Huber appointing Tom Huber as Deputy Tax Collector for the period 12/17 to 12/31/2019. Took an Oath of Office from Tom Huber.
  - d. January 7 - Received information from the Association of Towns concerning training and the Annual Meeting in New York City February 16-19, 2020. Distributed information to Town Officials
  - e. TOWN HALL REQUESTS: Saturday, February 29, 2020, Franklin County Conservative Party, 10am to 2 pm
  - f. TOWN PARK REQUEST: None
  - g. RECORDS MANAGEMENT: Indexing Vol 8 minutes from 1973 to 1974
3. **Historian - Elaine Sater:** Report provided at meeting  
According to the 1973 minutes the Town Hall was renovated by Vacation Home Services of Saranac Lake; they added tile to the ceiling and floors and repaired the front steps
4. **Tax Collector - Holly Huber:** Nothing to Report

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5. **Justice - Nik Santagate:** Report provided prior to meeting  
Supervisor received a check in the amount of \$1,638 for 38 cases disposed during December 2019.
6. **Code Enforcement Officer - Paul Blaine:** Report provided prior to meeting
  - a. Three (3) building permits (BPs#10-033 thru 035) were issued during December 2019
  - b. Has one Building permit pending
  - c. Will be submitting Annual Report to New York State
7. **Assessor - Roseanne Gallagher:** Nothing to Report
8. **Supervisor - Peter Shrope:**
  - a. NYMIR Cyber Policy: Had more discussion with Pat McGuire, Sid Spear Insurance Agent, NYMIR the insurance carrier is reviewing the Town's need for a Cyber policy
  - b. Former Camp Gabriels Property: Had a discussion with Peter Bauer from "Protect the Adirondacks" concerning the use of Camp Gabriels. A meeting is being planned for Thursday, January 16, 2020, with local and state government officials to discuss possible uses of the property by government agencies
  - c. Budget Report: Final report for 2019 was provided to the Board for review, amendments are needed
  - d. Revenues: \$1,638.00 from Town Justice, \$1,253.00 from Town Clerk, and \$60,617.29 was transferred from General to Highway Account from CHIPS funds deposited
  - e. NYCLASS Investments: Interest for December was \$145.33 for General, Total Amount \$110,579.14 (\$20,000 for Town Hall), and \$55.41 for Highway, Total Amount \$42,141.84. Total Interest for the year was \$3,139.51 from investments.

***MINUTES AMENDMENT/ACCEPTANCE***

**- Minutes of Regular Board Meeting December 12, 2019**

Motion made by Supervisor Peter Shrope, second by Steve Tucker, to accept the minutes of the December 12, 2019 Regular Board meeting with the following corrections: Page 2, Resolution #64-2019, Remove the "WHEREAS" clause, and Page 3, Supervisor's Report, Para 9c, change "Spoke to" to "Emailed"

**ROLL CALL VOTE: Aye 3 (Shrope, Tucker, Wright), Nay 0, Absent 1 (McKernan), Abstain 1 (Szeliga)**

***CITIZEN COMMENTS: None***

***BUSINESS***

1. **2019 Budget Amendments - Supervisor Peter Shrope:** Two amendments are needed to transfer funds in General and Highway Funds to cover additional expenses during 2019

**GENERAL FUND 2019 BUDGET AMENDMENT #1**

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

RESOLVED that the following amounts be and the same hereby are transferred:

\$ 25,682.00 from Account No. A1990.4 Contingent

As follows:

\$ 14,986.00 to Account No. A1355.1 Assessor PS for Data Collector  
\$ 3,947.00 to Account No. A1620.4 Buildings CE for Town Hall painting  
\$ 218.00 to Account No. A3620.4 Code Offices CE for Computer Software  
\$ 5,149.00 to Account No. A7140.4 Special Recreation CE for AWI contract  
\$ 680.00 to Account No. A8810.2 Cemeteries Equip for Lawn Tractor  
\$ 105.00 to Account No. A8810.4 Cemeteries CE for signs  
\$ 499.00 to Account No. A9030.8 for Social Security  
\$ 98.00 to Account No. A9055.8 for Disability

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**ROLL CALL VOTE: Aye 4 (Shrope, Szeliga, Tucker, Wright), Nay 0, Absent 1 (McKernan)  
GENERAL FUND 2019 BUDGET AMENDMENT #1 declared duly adopted.**

**HIGHWAY FUND 2019 BUDGET AMENDMENT #1**

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

RESOLVED that the following amounts be and the same hereby are transferred:

\$ 17,220.00 from Account No. DA5110.1 General Repairs PS

\$ 11,000.00 from Account No. DA5112.2 Capital Improvements

As follows:

\$ 4,542.00 to Account No. DA5110.4 General Repairs CE

\$ 8,136.00 to Account No. DA5130.4 Machinery CE

\$ 4,081.00 to Account No. DA5142.1 Snow Removal PS

\$11,461.00 to Account No. DA5142.4 Snow Removal CE

**ROLL CALL VOTE: Aye 4 (Shrope, Szeliga, Tucker, Wright), Nay 0, Absent 1 (McKernan)  
HIGHWAY FUND 2019 BUDGET AMENDMENT #1 declared duly adopted.**

- 2. Trees Removal at Park-Supervisor Peter Shrope:** Reaching out to vendors for quotes to remove the trees at the park
- 3. Record of Activities (ROA) for Town Officials - Supervisor Peter Shrope:** Three Town Officials were able to recertify their Record of Activities (ROA) for retirement purposes.

**RESOLUTION #13-2020**

**RECORD OF ACTIVITIES (ROA) FOR RETIREMENT**

Motion made by Supervisor Peter Shrope, second by Steve Tucker

BE IT RESOLVED that the Town of Brighton, Franklin County, NY, 30520 hereby establishes the following standard work days for these titles and will report the officials to the New York State and Local Retirement based on their record of activities:

Title: Superintendent of Highways, Standard Work Day: 8 hours, Name: Andy Crary, Current Term: 1/1/2020 thru 12/31/2021, Record of Activities: 21.67 days per month

Title: Town Council, Standard Work Day: 6 hours, Name: Lydia Wright, Current Term: 1/1/2020 thru 12/31/2023, Record of Activities: .88 day per month

Title: Code Enforcement Officer, Standard Work Day: 6 hours, Name: Paul Blaine, Current Term: 1/1/2020 thru 12/31/2021, Record of Activities: 5.36 days per month

**ROLL CALL VOTE: Aye 4 (Shrope, Szeliga, Tucker, Wright), Nay 0, Absent 1 (McKernan)  
Resolution #13 declared duly adopted**

**COMMITTEES:** Nothing to Report

**EXECUTIVE SESSION**

Motion to GO INTO EXECUTIVE SESSION at 8:52pm made by Supervisor Peter Shrope, second by Lydia Wright, in accordance with Public Officers Law, Article 7, Section 105, Para e, matters relating to collective negotiations under the Taylor Law. Aye 4 (Shrope, Szeliga, Tucker, Wright), Nay 0, Absent 1 (McKernan)

Motion to GO OUT OF EXECUTIVE SESSION at 8:59pm made by Supervisor Peter Shrope, second by Lydia Wright, Aye 4 (Shrope, Szeliga, Tucker, Wright), Nay 0, Absent 1 (McKernan)

**RESOLUTION #14-2020**

**CIVIL SERVICE EMPLOYEE'S ASSOCIATION (CSEA) LOCAL 1000, AFSCME, AFL-CIO,**

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

RESOLVED that the Town Board authorizes Supervisor Peter Shrope to sign an agreement with the CIVIL SERVICE EMPLOYEE'S ASSOCIATION (CSEA) LOCAL 1000, AFSCME, AFL-CIO, Town of Brighton Unit 6870, Franklin County Local 817, representing the Highway Department employees for the period 1/1/2020 through 12/31/2021.

**ROLL CALL VOTE: Aye 4 (Shrope, Szeliga, Tucker, Wright), Nay 0, Absent 1 (McKernan)  
Resolution #14-2020 declared duly adopted.**

**AUDIT OF VOUCHERS:**

**RESOLUTION #15-2020**

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

Motion made by Lydia Wright, second by Steve Tucker,

RESOLVED that the Supervisor be authorized to pay the audited vouchers as listed on the abstracts as follows:  
PREPAID FUNDS: Abstract #1 for Voucher #s 1A and 1B for 2019 General Funds in the amount of \$220.88 and Voucher #s 1C and 1D for 2020 General Funds in the amount of \$303.67 and STREET LIGHTING 2020 FUND Voucher #1D in the amount of \$71.74.

GENERAL FUND: Abstract #1 for Voucher #1 through and including #19 for 2020 funds in the amount of \$24,689.72

HIGHWAY FUND: Abstract #1 for Voucher #1 through and including #14 for 2020 funds in the amount of \$28,340.93

SPECIAL FUND-FIRE DISTRICT: Abstract #1 for Voucher #1 for 2020 funds in the amount of \$48,697.50

**ROLL CALL VOTE: Aye 4 (Shrope, Szeliga, Tucker, Wright), Nay 0, Absent 1 (McKernan)  
Resolution #15 declared duly adopted**

**ADJOURNMENT**

Motion to Adjourn at 9:05pm made by Lydia Wright, second by Matthew Szeliga, Aye 4 (Shrope, Szeliga, Tucker, Wright), Nay 0, Absent 1 (McKernan)

Respectfully Submitted,

Elaine W. Sater, RMC  
Brighton Town Clerk