

TOWN OF BRIGHTON, FRANKLIN COUNTY, NEW YORK
REGULAR TOWN BOARD MEETING MINUTES
JANUARY 11, 2018
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The Regular Meeting of the Town Board of the Town of Brighton was held Thursday, January 11, 2018, following the Organizational Meeting 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 7:41pm

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, Elaine Sater-Town Clerk, three residents and a representative of the media.

NOTICE OF MEETING:

Notice of this meeting was posted on the Town Clerk's Sign Board on January 4, 2018, and in three local post offices and businesses. A notice was also published on January 4 in the Adirondack Daily Enterprise.

REPORTS

1. Highway Department - Andy Crary
 - a. Plowing and sanding roads on a regular basis
 - b. Had Bob's Auto adjust clutches on both plow trucks
 - c. Put new skids shoes on 2013
 - d. Took loader out to push back banks
 - e. Need to purchase carbide steel and sanding chain, as well as shoes, wing parts and bolts
 - f. Mixed up salt and sand
 - g. Plowing Camp Gabriel's road for Fire Department access
 - h. Need to request Franklin County Highway Assistance for summer paving

The Town Board thanked the Highway Department for the great job they are doing in keeping the roads cleared.

RESOLUTION #13-2018

PURCHASE OF CARBIDE STEEL, SANDING CHAIN, SHOES, WING PARTS, AND BOLTS

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

WHERE AS the snowplows have needed repairs due to heavy usage this winter,
NOW THEREFORE BE IT RESOLVED that the Board authorizes Superintendent of Highways Andy Crary to purchase carbide steel, a sanding chain, shoes, wing parts, and bolts for the snowplows in an amount not to exceed \$4,500.

**ROLL CALL VOTE: Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0
RESOLUTION #13 declared duly adopted.**

2. Town Clerk- Elaine Sater:
 - a. Total Revenue to Supervisor as of December 31, 2017 was \$200.38, from 7 Dog Licenses renewed and 2 Building Permit (#17-033 and 034)
 - b. Jan 4 - Received request to update Adirondack Park Agency record of Town Officials, changed Superintendent of Highways to his correct address, added fax numbers, and home phone numbers for Supervisor and Superintendent of Highways
 - c. Received request for NYS Association of Towns to notify Town Officials of Annual Meeting and Training in New York City in Feb and the Board needs to appoint a delegate and alternate to be able to vote at the Business Meeting. Also received information on New Town Officials training in Albany (Jan 10-12) and Rochester (Jan 17-19). Distributed information to Town Officials.
 - d. Posted notice on the Town Clerk's Sign Board and at local businesses and Post Offices of the Organizational Meeting for 2018. Also published notice in the Adirondack Daily Enterprise.

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- e. TOWN HALL REQUEST: None
- f. TOWN PARK REQUEST: None
- g. RECORDS MANAGEMENT: Still working on indexing minutes from 1935-1950 and shredding 2010 Town Records. Completed shredding 2009 records.

3. Historian - Elaine Sater: No report

4. Tax Collector - Holly Huber: Report received prior to meeting

Payments bearing a December 2017 postmark totalled (SIC) \$330,446.57. Paid out the following:

Date:	Check #	Amount	Payee	Source/Purpose	Receipt #
12/27/17	975	\$81.95	Kelsey Nix	refund/overpayment	n/a
12/27/17	976	\$65.89	Kaari Stannard	refund/overpayment	n/a
12/29/17	977	\$519.20	Virginia Bristol	refund/overpayment	n/a
12/29/17	978	\$20.00	Sheila Rosenberg	refund/overpayment	n/a

5. Town Justice - Nik Santagate: Supervisor Peter Shrope said he received a check in the amount of \$4,785.50 and the Town Justice reported he disposed of 54 cases for the month of December

6. Code Enforcement Officer (CEO) - Paul Blaine: Report received prior to meeting

- a. Two building permits (BP) were issued during December-BP#17-033 and 034
- b. Completed two Certificate of Compliance BPs #16-037 and #17-001
- c. Looking into specifications for a new computer

7. Assessor- Roseanne Gallagher: Report received prior to meeting

- a. Working on paperwork from sales transactions, STAR renewals, and data she has already collected.
- b. Mailed out agriculture assessment renewals

Supervisor Peter Shrope said he received a notice for the Equalization Rate of 86% for 2018

8. Animal Control - Tri Lakes Humane Society: No report

9. Supervisor - Peter Shrope:

- a. Letter dated December 29, 2017, from Steve Englebright, 4th Assembly District, Suffolk County, and Chairman of the Committee on Environmental Conservation: Met with him at the Adirondack Park Agency (APA) to discuss Camp Gabriels and land account legislation. The letter thanked Supervisor Peter Shrope for his insights regarding the legislation that became a Constitutional Amendment for the establishment of a land account.
- b. CENSUS 2020: Mailed in information, never received by Census office, had to resend
- c. Revenues for 2017: \$59,234.74 from CHIPS, transferred from General to Highway, \$4,785.00 from Town Justice, and \$200.38 from Town Clerk
- d. Revenues for 2018: \$492,204 from Tax Collector
- e. NYCLASS interest received for the General Fund was \$ 96.23, Total for the Year \$812.65, total in account \$106,450.07 and Highway Fund is \$36.70, Total for the Year \$309.86, total in account \$40,568.16.
- f. Budget as of December 31, 2017, was provided to Board members; Budget Amendments needed to 2017 Budget for End of Year Final

AMENDMENT #1 TO 2017 BUDGET GENERAL FUND

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

RESOLVED that the following General Funds be transferred:

The amount of \$ 3,568.00 From Account A1620.4 Building Contractual Expen(CE)

as follows:

\$ 373.00 to Account A5132.4 Town Garage CE

\$ 2,438.00 to Account A8161.4 Landfill Monitoring CE

\$ 757.00 to Account A9010.8 State Retirement

**ROLL CALL VOTE: Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0
2017 BUDGET AMENDMENT #1 GENERAL FUND declared duly adopted.**

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AMENDMENT #1 TO 2017 BUDGET HIGHWAY FUND

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

RESOLVED that the following Highway Funds be transferred:

The amounts of

- \$ 19,696.00 From Account DA5110.1 General Repairs Personal Salaries (PS)
- \$ 7,963.00 From Account DA5130.4 Machinery Contractual Expense (CE)
- \$ 1,136.00 From Account DA9030.8 Social Security CE

as follows:

- \$ 23,676.00 to Account DA5110.4 General Repairs CE
- \$ 3,983.00 to Account DA5142.1 Snow Removal PS
- \$ 1,136.00 to Account DA9010.8 State Retirement

**ROLL CALL VOTE: Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0
2017 BUDGET AMENDMENT #1 HIGHWAY FUND declared duly adopted.**

ACCEPT/AMEND MINUTES

- Regular Board – December 14, 2017

Motion made by Amber McKernan, second by Steve Tucker, to accept the minutes of the Regular Board meeting of December 14, 2017, as written. Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0

CITIZENS COMMENTS: None

BUSINESS

1. **Paul Smiths Gabriels Volunteer Fire Department (PSGVFD)-Chief Dan Whitson:** Presented a list of Officers and a Mutual Aid Agreement with Franklin County for Town Board approval. There are several Paul Smith's College students that volunteer with the Fire Department. PSGVFD is the third largest fire department in the area with 44 members. A used heavy rescue truck was purchased during the past year. The Fire Department can provide trucks and manpower quickly so they will be called to help with more calls in the Malone area. The addition on the fire house is not completed yet; an outside door needs to be installed. The PSGVFD has a website and an email address "PSGVFD@hotmail.com".

RESOLUTION #14-2018

FRANKLIN COUNTY FIRE MUTUAL AID PLAN

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

BE IT RESOLVED the Paul Smiths Gabriels Volunteer Fire Department (PSGVFD) be allowed to participate in the Franklin County Fire Mutual Aid Plan, and the PSGVFD elects to participate in the Franklin County Fire Mutual Aid Plan, will agree to recognize a call for assistance through the Franklin County Dispatch Center and will comply with the provisions of such plan as now in force and as amended by the Franklin County Board of Legislators through its County Fire Coordinator on a periodical basis, and

BE IT FURTHER RESOLVED that a copy of this resolution be filed with the County Fire Coordinator.

**ROLL CALL VOTE: Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0
Resolution #14 declared duly adopted**

RESOLUTION #15-2018

PSGVFD OFFICERS FOR 2018

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

BE IT RESOLVED the Paul Smiths Gabriels Volunteer Fire Department (PSGVFD) list of Officers elected for 2018

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be accepted as presented:

Chief Dan Whitson
1st Assistant Chief Steve Tucker
2nd Assistant Chief Tom Tucker
Captain Chrissy Raudonis
1st Lieutenant Ben Tucker
2nd Lieutenant Clayton Abare
Treasurer Tim Moody
Secretary Amanda Menard
Training Officer Easton Moore

ROLL CALL VOTE: Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0
Resolution #15 declared duly adopted

2. **Unified Court System:** Received a letter dated December 28, 2017, from the State of New York Unified Court System; a copy of the Financial Records Audit of the Justice Court needs to be sent to the Unified Court System, Internal Control Liaison, after it is completed.
3. **Adirondack Regional Airport Contract:** Received a contract for services from the town of Harrietstown in support of the Adirondack Regional Airport.

RESOLUTION #16-2018

ADIRONDACK REGIONAL AIRPORT CONTRACT FOR 2018

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

BE IT RESOLVED that the Town Board authorizes Supervisor Peter Shrope to sign a contract for services in support of the Adirondack Regional Airport for 2018 in the amount of \$1,500, and
BE IT FURTHER RESOLVED that the Supervisor be authorized to pay the Town of Harrietstown the amount of \$1,500 in support of the Airport.

ROLL CALL VOTE: Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0
Resolution #16 declared duly adopted

4. **Governor's Proclamation for Tax Collectors:** Supervisor Peter Shrope said he received notice that the Governor made an Executive Order (#172), dated December 22, 2017, allowing people to pay their 2018 taxes in 2017, in response to the US President signing a tax reform bill reducing the amount of property tax people could claim on their Federal Income Taxes for 2018.
5. **AOTNY:** Supervisor Peter Shrope received information on the Association of Towns Annual Meeting and Training in New York City in February, no one is planning on going
6. **Letter from Resident:** A resident expressed concern about the Franklin County Solid Waste Management Authority (FCSWMA) Bid for waste from Albany; concerned about a potential increase in truck traffic on State Route 30, if they take Exit 30 from Interstate 87. Supervisor Peter Shrope emailed the County Manager if there has been any thought as to the truck route if the FCSWMA is successful in their bid, no response received as of this meeting.
7. **Record of Activities (ROA) for Brian McDonnell:** Received a Record of Activities from Brian McDonnell for retirement purposes.

RESOLUTION #17-2018

RECORD OF ACTIVITIES FOR BRIAN MCDONNELL

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

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

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Record of Activities (ROA):
Council Member Brian McDonnell, 6 hours Standard Work Day
Term 1/1/2016 to 12/31/2019, ROA 2.45

ROLL CALL VOTE: Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0
Resolution #17 declared duly adopted

COMMITTEES

Adirondack Regional Airport-Amber and Tom McKernan: The Fixed Base Operations (FBO) are in their new building. The Airport was closed to air traffic for 18 days due to ice and snow on the runways and machinery needing repairs.

CITIZENS COMMENTS: None

EXECUTIVE SESSION

Motion made by Supervisor Peter Shrope to **GO INTO EXECUTIVE SESSION** at 8:54pm for collective negotiations pursuant to Article 14 of the Civil Service Law, in accordance with Public Officers Law, Article 7, Section 105(e), second by Amber McKernan, Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0

Motion made by Supervisor Peter Shrope to **GO OUT OF EXECUTIVE SESSION** at 9:14pm, second by Amber McKernan, Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0

RESOLUTION #18-2018

TEMPORARY AGREEMENT WITH CSEA LOCAL 1000 FOR 2018-2019

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

WHEREAS the Civil Service Employee's Association (CSEA) Local 1000, AFSCME, AFL-CIO, represent the Town Highway employees and wish to have a collective bargaining agreement for 2018 and 2019,

NOW THEREFORE BE IT RESOLVED that the Town Board authorizes Supervisor Peter Shrope to sign a Temporary Agreement with the CSEA Local 1000, AFSCME, AFL-CIO, Town of Brighton Highway Department, to change the existing collective bargaining agreement at Article 6, Para 6.1.1 Pay Schedule and Article 8, Medical Insurance, as presented to the employees for voting on to cover the period from 1/1/2018 to 12/31/2019.

ROLL CALL VOTE: Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0
Resolution #18 declared duly adopted

RESOLUTION #19-2018

HEALTH REIMBURSEMENT ACCOUNTS (HRAs)

Motion made by Brian McDonnell, Second by Amber McKernan,

WHEREAS the Town's Health Reimbursement Accounts (HRA) was transferred to another company and closed out at the end of 2017 with little notice to the Town,

NOW THEREFORE BE IT RESOLVED that the Town Board authorizes the Salaries/Benefits Administration Committee to explore options for Health Reimbursement Accounts (HRAs) and choose the option that is the most beneficial to the Town.

ROLL CALL VOTE: Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0
Resolution #19 declared duly adopted

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PAYMENT FOR SERVICES 2018: Several contracts for annual services were approved by the Board in previous meetings, amounts were included in the 2018 Budget and payments need to be made.

RESOLUTION #20-2018

PAYMENT OF CONTRACTS FOR 2018

Motion made by Lydia Wright, second by Amber McKernan,

WHEREAS the Town Board has approved several contracts/agreements for services for 2018 and the amounts agreed to in the contracts/agreements were included in the 2018 Budget,

NOW THEREFORE BE IT RESOLVED that the Town Board authorizes the Supervisor to pay the amounts shown in the 2018 contracts/agreements when they become due.

**ROLL CALL VOTE: Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0
Resolution #20 declared duly adopted**

AUDIT OF VOUCHERS:

RESOLUTION #21 -2018

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 #1 for Voucher #1A through and including #1C for 2018 General Funds in the amount of \$515.11 and STREET LIGHTING FUNDS in the amount of \$67.43.

GENERAL FUND: Abstract #1 for Voucher #1 through and including #31 for 2018 funds in the amount of \$42,820.51

HIGHWAY FUND: Abstract #1 for Voucher #1 through and including #11 for 2018 funds in the amount of \$56,712.12

SPECIAL FUND-FIRE DISTRICT: Abstract #1 for Voucher #1 for 2018 funds in the amount of \$45,902.00

**ROLL CALL VOTE: Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0
Resolution #21 declared duly adopted**

ADJOURNMENT

Motion to Adjourn the meeting at 9:18pm 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