

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

April 13, 2017

Page 1 of 4

The Regular Meeting of the Town Board of the Town of Brighton was held Thursday, April 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, 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
  - a. Plowing and sanding of roads
  - b. Used loader around Town after big snowstorm (March 14 and 15)
  - c. Checked Roads
  - d. Changed steel on 2015 plow truck
  - e. Used loader at Fire Department and on White Pine Road
  - f. Cleaned trucks inside and out
  - g. Pressure washed the 2013 truck
  - h. Took 2013 truck to Plattsburgh for inspection and health update
  - i. Patched pot holes on Keese Mills Road
  - j. Cleaned up shoulders of Garondah Road and Tansy Lane
  - k. Swept garage and White Pine Road
  - l. Cleaned up downed tree on Vosburgh Road
  - m. Replaced bristles on broom
  - n. Signed up for St. Lawrence County salt contract
  - o. Ben Tucker will be an intern from 4/24 to 6/8 through BOCES program
  - p. Employees are on Summer hours, 6am to 2pmSupervisor Peter Shrope asked Superintendent of Highways to check on prices for a lawn mower for the Park.
2. Town Clerk- Elaine Sater:
  - a. Total Revenue to Supervisor as of March 31 was \$585.75 from 2 Certified Copies, 1 donation from Town Hall coffee fund, 1 donation for Park Use-SL Youth Soccer Association, 4 Dog Licenses-3renewed and 1 new (#184), and 3 Building Permits (#17-001 thru 003)
  - b. March 10, posted Public Notice of Town Road Closures for 5 ton per axel trucks in Town Post Offices and businesses, published notice in Adirondack Daily Enterprise on March 13.
  - c. March 28, distributed pages from Emergency Operation Plan that need updating
  - d. Town Clerk's Office will be closed from Tuesday, April 25 through Thursday, May 4. Will reopen on Tuesday, May 9, 2017 at 12 noon.
  - e. TOWN HALL REQUEST: None
  - f. TOWN PARK REQUEST: July and August, Tuesdays and Wednesdays, Saranac Lake Youth Soccer Association, 5:30 to 8:30pm, and Saturday, July 29, 8am to 2pm, made a donation of \$100.
  - g. RECORDS MANAGEMENT: Indexing minutes from 1951-1964, completed 2009 shredding, working on 2010 Town and Court Records

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

April 13, 2017

Page 2 of 4

3. Historian - Elaine Sater: From minutes of 1963
  - a. November 7, 1963 - The Board approves the official Town Road inventory; the Superintendent of Highways was given approval to spend up to \$500 without prior board approval.
  - b. December 11, 1963 - Board officially established the office of Deputy Supervisor and Town Attorney, even though people had been appointed to these positions in the past.
  
4. Tax Collector - Holly Huber: Report received prior to meeting
  - a. From 3/1/17 through 3/30/17, collected a total of \$59,510.37 comprised of \$58,428.54 in taxes, \$1,075.72 in penalties and \$6.11 in bank interest.
  - b. Paid out the following:
    - 1) 3/7/17 Ck#969 \$16,000.00 Franklin Co. Treasurer, tax revenue, Receipt#2017-00000838
    - 2) 3/16/17 Ch#970 \$270.15 Peter Shrope, penalties, Receipt# 469556 (delayed due to weather-related state of emergency)
    - 3) 3/21/17 Ck#971 \$18,000.00 Franklin Co. Treasurer, tax revenue, Receipt# 2017-00001032

Supervisor Peter Shrope said an audit of the Tax Collector's financial records will be scheduled for May 11 at 6 pm
  
5. Town Justice - Nik Santagate: Supervisor Peter Shrope said he received a check in the amount of \$4,322.00 and the Town Justice reported he disposed of 54 cases for the month of March
  
6. Code Enforcement Officer (CEO) - Paul Blaine: Report received prior to meeting
  - a. 3 building permit (BP) were issued during March (BP#17-001 thru 003)
  - b. Received 4 applications for tents from Paul Smith's College
  - c. Finalizing 2 Solar panel permits
  - d. No further information on the "dome home"
  
7. Assessor- Roseanne Gallagher: Report received prior to meeting
  - a. Collecting new construction data for valuation for the Tentative Assessment Roll which is due May 1.
  - b. Legal notices for collection of inventory will be published on April 22 and 29 in the Adirondack Daily Enterprise.
  
8. Animal Control - Tri Lakes Humane Society: No Report received
  
9. Supervisor - Peter Shrope:
  - a. Mining Permit for Garage: Application is complete, notices have been sent to Paul Smith's College as they are the adjoining landowners. Met with Tom Sehring to discuss plantings of white pine trees that will go in front of the garage along with wildflowers and a 130' X 2' X 20' berm.
  - b. Census for 2017: Sent in information on work hours and salaries for town positions
  - c. Local Government Day: Attended on March 23 in Lake Placid with Council Member Brian McDonnell. Went to session on Recreation and Tourism, Brian McDonnell received a recommendation from a resident to put in bike trails. Broadband session was not well received by some town officials, Franklin County did not receive any grant money due to a phone company not wanting to participate in grant program. Brian McDonnell will talk to Barbara Rice, County Legislature, about the issue. Russ Kenyan, County Economic Development is interested in Camp Gabriels issue.
  - d. Budget as of March 31, 2017, provided to Board members:
    - i. Revenues for March: \$270.15 and \$1,268.17 penalties from Tax Collector, \$129 refund from Eurofin, \$4,322.00 from Town Justice, and \$585.75 from Town Clerk,
    - ii. NYCLASS interest received for the General Fund was \$49.08, total in account \$105,766.07 (\$20,000 for Town Hall Roof Project) and Highway Fund is \$18.72, total in account \$40,307.35.

**ACCEPT/AMEND MINUTES**

**- Regular Board – March 9, 2017**

Motion made by Amber McKernan, second by Brian McDonnell, to accept the minutes of the Regular Board Meeting of March 9, 2017, as written. Aye 4 (McDonnell, McKernan, Shrope, Tucker), Nay 0, Absent 1 (Wright)

**CITIZENS COMMENTS:** None

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

April 13, 2017

Page 3 of 4

**BUSINESS**

1. **Town's Emergency Operations Plan (EOP) - Supervisor Peter Shrope:** Received information to update the Town's EOP from Paul Smith's College and Fire Department. Highway information has also changed.

**RESOLUTION # 19-2017**

**EMERGENCY OPERATIONS PLAN UPDATED**

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

RESOLVED that the Town's Emergency Operations Plan be amended by changing names of people in different positions and phone numbers on Pages 9, 1-3, 5-2, and 7-2

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

**RESOLUTION #19 declared duly adopted**

2. **Vehicle Insurance - Supervisor Peter Shrope:** Andy Crary, Superintendent of Highways, provided increased values for the two plow trucks, \$200,000 for the 2013 and \$180,000 for the 2015. The premium on the insurance will go up \$290.

**RESOLUTION # 20-2017**

**INCREASE IN PREMIUM FOR VEHICLE INSURANCE**

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

RESOLVED that the Town Board approve an increase in the replacement value of the two plow trucks to reflect current prices and to approve an increase of \$290.00 in the premium cost for the vehicle insurance.

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

**RESOLUTION #20 declared duly adopted**

3. **NYMIR Proxy for Board of Directors - Supervisor Peter Shrope:** Received notice of meeting for NYMIR on May 5 in Albany. Board of Directors slate proposed for proxy vote.

**RESOLUTION #21**

**PROXY VOTE FOR NYMIR SLATE OF BOARD OF DIRECTORS**

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

RESOLVED that the Town Board authorizes Supervisor Peter Shrope to sign the proxy vote for the New York Municipal Insurance Reciprocal (NYMIR) slate of Board of Directors to be voted on at the May 5, 2017 meeting.

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

**RESOLUTION #21 declared duly adopted**

4. **Landfill Monitoring Contract Invoice - Supervisor Peter Shrope:** Received refund from Eurofins of \$129 for overcharge on lab work for Landfill monitoring, invoice being held from Princeton Hydro has been submitted for payment; received Report on 2016 landfill testing, should be only a few more years of testing.
5. **Fire Department Awards Banquet - Supervisor Peter Shrope:** Invitations were received and some Board members will be able to attend on April 29.

**COMMITTEES**

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

April 13, 2017

Page 4 of 4

**1. Parks and Recreation- Peter Shrope, Amber McKernan:**

- a. Tree Removal: Amber McKernan contacted Paul Smith's College for tree removal; they are not able to complete the work this year. Town should hire someone to take down the trees. Supervisor Peter Shrope contacted County and State Department of Transportation and National Grid to determine if Town is on their schedules. County said trees are not in their right-of-way; State will take down trees along State highway 86; will contact National Grid again to determine if they are going to take down trees near power lines.
- b. Clean up: People are starting to use park, lots of downed branches, swing seat needs replacing, removal of damaged equipment can start when snow is gone and ground is dried up.
- c. Building: Water has leaked into older part of building as snow was piled up around the doors. Floors will need to be repainted.

**CITIZENS COMMENTS:** None

**AUDIT OF VOUCHERS:**

**RESOLUTION #22-2017**

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

Motion made by Amber McKernan, 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 #4 for Voucher #4A through and including #4C for 2017 General Funds in the amount of \$552.38 and STREET LIGHTING FUNDS in the amount of \$62.05.

GENERAL FUND: Abstract #4 for Voucher #61 through and including #78 for 2017 funds in the amount of \$5,448.25

HIGHWAY FUND: Abstract #4 for Voucher #35 through and including #41 for 2017 funds in the amount of \$6,407.69

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

**Resolution #22 declared duly adopted**

**ADJOURNMENT**

Motion to Adjourn the meeting at 8:15pm made by Amber McKernan, second by Brian McDonnell, Aye 4 (McDonnell, McKernan, Shrope, Tucker), Nay 0, Absent 1 (Wright)

Respectfully Submitted,

Elaine W. Sater, RMC  
Brighton Town Clerk