

TOWN OF BRIGHTON, FRANKLIN COUNTY, NEW YORK
REGULAR TOWN BOARD MEETING MINUTES - July 14, 2016

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The Regular Meeting of the Town Board of the Town of Brighton was held Thursday July 14, 2016, 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 Pete Shrope at 7:15 p.m.
“Pledge of Allegiance 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, Elaine Sater - Town Clerk and one resident

GUEST: None

NOTICE OF MEETING:

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

REPORTS

1. Highway Department - Andy Crary
 - a. Road raked the dirt roads two times
 - b. Mowed and weed wacked cemeteries three times
 - c. Mowed Town Garage and Town Hall grass three times
 - d. Cleaned up a large tree on Keese Mills Road from the wind storm
 - e. Chipped debris from storm damage
 - f. Back bladed the Clark-Wardner Road with the loader
 - g. Fixed the washouts on Clark-Wardner, Wardner and Garondah Roads
 - h. Hauled tar for the Town of Duane
 - i. Took boom off the tractor and put on the mower
 - j. Took the LX188 Lawn mover to the park after repairs completed
 - k. Employees were off the week of July 4th
 - l. Starting to mow the County Roads
2. Town Clerk- Elaine Sater:
 - a. Total Revenue to Supervisor as of June 30, 2016 was \$ 409.96 from 1 Sports License; 1 Certified Copy of Vital Record; 1 Marriage License; 1 Town Hall Donation from coffee fund; 6 Dog licenses: 4 renewed and 2 new (Tag#173 and 174); 4 Building Permits (#16-014 through 017); 7 copies on the copier.
 - b. TOWN HALL REQUEST: None
 - c. TOWN PARK REQUEST: Sunday, June 26, 12:30 pm to 5:30 pm, McLean Family; Sunday, September 4, 3-8 p.m., Spencer Family
 - d. RECORDS MANAGEMENT: Shredding 2007 and 2008 financial records per MU-1.
3. Historian - Elaine Sater: Report given at Meeting:

Searched for reference to CSEA Dental and Vision Plan for resolution to approve contract for benefits; could only find resolution for Vision Plan, no resolution for Dental Plan. The following is from the minutes:
May 9, 1991: Resolution #20 CSEA Local #817 as sole bargaining unit agent for all employees.
Nov 19, 1991: Resolution #31 Employees may join the CSEA Vision Plan on a self-paying basis
No further references to CSEA Vision/Dental Plan until 1995
September 14, 1995: Dental plan information package presented to the Board for their information.
December 14, 1995: Dental coverage under CSEA will be terminated for the above individuals (elected officials Alfred Graf, D. Duquette, and Barbara Marshall) as of January 1, 1996.
4. Tax Collector - Holly Huber: Report provided before meeting
 - a. Performed any or all of the following:
 - 1) Emailed requested tax receipts to mortgage lenders, escrow companies or any other interested party.
 - 2) Assisted callers in finding property information using the public section of the Franklin County GIS

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- system.
- 3) Answered calls regarding STAR and Sr. STAR exemptions and provided Roseanne's number.
 - 4) Answered calls regarding when school taxes will be received. Deferred further questions to Treasurer and provided number.
 - 5) Filed documentation of escrow creations and terminations.
 - 6) Filled requests for change of address form.
- b. Town Board audited Tax Collectors financial records for 2016. Brian McDonnell and Amber McKernan conducted the audit on Thursday, July 14 at 6 p.m.

RESOLUTION #57-2016

AUDIT OF FINANCIAL RECORDS TAX COLLECTOR 2016

Motion made by Amber McKernan, second by Steve Tucker,

RESOLVED that the Town Board accepts the audit of the Tax Collector Financial Records for 2016 as completed by Amber McKernan and Brian McDonnell on July 14, 2016, with the following:

1. Banking is by remote capture; reconciliation of documents is not available for end-of-month but is performed continually on line. There is documentation showing money going into bank.
2. Documents were not available for proof of payments to Supervisor weekly, receipts from Supervisor were available.
3. Recommendation: Password needs to be created for laptop and filed with Town Board, in case access to the computer is necessary if the tax collector/deputy is not available through unforeseen circumstances.

**ROLL CALL VOTE: Aye 4 (McDonnell, McKernan, Shrope, Tucker), Nay 0, Absent 1 (Wright)
Resolution #57 declared duly adopted.**

5. Town Justice - Nik Santagate: Supervisor Peter Shrope received a check in the amount of \$4,962.00 and the Justice disposed of 41 cases for the month of June.
6. Code Enforcement Officer (CEO) - Paul Blaine: Report given at meeting
 - a. Four (4) building permits (BPs #16-014 through 017) issued
 - b. Not too busy, mainly small projects going on
7. Assessor - Roseanne Gallagher: Report provided prior to meeting
 - a. Filed the Final Assessment Roll for July 1 and put required legal notice in the Adirondack Daily Enterprise. Final Equalization Rate is 84%. The grand total of all assessed parcels in the Town is \$241,452,201. This grand total last year was \$239,807,868; this is an increase of \$1,644,333.
 - b. Picked up only five (5) new sales from the County Real Property Tax Department. Just one of the 5 was an "arms-length" sale. Tax Map#410.-1-10, Pampalone to Doyle. It sold for \$675,000, the assessment is \$550,000. 84% of the sale price is \$567,000 so the assessment is not that far off at the 84% equalization rate. Will add it to list of things to review in case there has been significant change in the data.
 - c. Have had several phone inquiries about how to apply for the STAR as well as several other exemption and assessment questions.
8. Animal Control - Tri Lakes Humane Society: No report
9. Supervisor - Supervisor Peter Shrope:
 - a. Closed NBT General (\$4,654.74) and Highway (\$7.24) checking accounts. There were funds deposited electronically into the NBT General account from the Comptroller's Office, so it was all transferred to the Community Bank General Fund checking account. After transfer of funds it was determined to be CHIPS funds, so it will be transferred to the Community Bank Highway Fund checking account.
 - b. Camp Gabriels: Sent letters to Franklin County Legislature thanking them for supporting the proposal to declare the property as "Not Forest Preserve". The bill supporting this request was passed in the NYS Senate but the Assembly did not bring it up for a vote. The "land bank" proposal passed in both the Senate and Assembly. Will discuss more in Executive Session.
 - c. Time Warner Cable: Merger completed with Charter Communications and our cable franchise is now under the control of Charter Communications. Government Affairs Director Alice Kim is point of contact in the Syracuse Office.

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- d. Will be attending the Common Ground Alliance of the Adirondack meeting on Tuesday, July 19 in Old Forge, at The View, registration fee is \$30.00.
- e. Budget as of June 30, 2016, was provided to Board members, three accounts are overspent, mainly from attending school in New York City by the Town Clerk, Supervisor, and Councilmember.
- f. Revenue: \$4,962.00 from Town Justice, \$409.96 from Town Clerk, and \$400 from cemetery plots
- g. NYCLASS: Interest of \$27.97 for General Fund; total in account \$105,467.30 (\$20,000 is reserved for Town Hall), and Highway Fund interest is \$10.64, total in account \$40,193.43.
- h. Area Code Change Hearings: Department of Public Service Commission sent a notice concerning changing the 518 Area Code into two sections to provide more phone numbers. Dates for public hearings in the local area are Wednesday, August 3 in Plattsburgh and Thursday, August 4 in Lake Placid.

APPROVAL/AMENDMENT OF MINUTES

- Regular Board – June 09, 2016

Motion made by Amber McKernan, second by Steve Tucker, to accept the minutes of the Regular Board meeting of June 9 with following: Page 4, Committees, Para 1, AATV: Add “Adirondack” to the name “Association of Towns and Villages”; fix typographical errors.

Roll Call Vote: Aye 3 (McDonnell, McKernan, Tucker), Nay 0, Abstain 1 (Shrope), Absent 1 (Wright)

CITIZENS COMMENTS: None

BUSINESS

1. **Community Development Director Position - Supervisor Peter Shrope:** In the Franklin County Civil Services Department files there is a non-competitive position for a “Community Development Director” for the Town. This was established back in the 1994 for administration of the HUD program the Town applied for at the time. There is no longer a need for the position and it can be abolished.

RESOLUTION #58-2016

COMMUNITY DEVELOPMENT DIRECTOR POSITION

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

RESOLVED that the Town Board abolishes the position of “Community Development Director” in the Town of Brighton as there is no longer a need for the position.

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

Resolution #58 declared duly adopted.

2. **CSEA Dental and Vision Contract - Supervisor Peter Shrope:** Discussion was held on the Town’s agreement to pay the dental and vision premiums for the Highway employees according to the Union Contract through December 31, 2017. The contract can be renegotiated in the future. Brian McDonnell said it is important that employees start sharing the cost for the insurance. The insurance rates are increasing by \$18 per month per employee for three employees.

RESOLUTION #59-2016

CSEA DENTAL AND VISION PREMIUMS INCREASE

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

WHEREAS there is a signed Union Contract with the Highway Employees that says the Town will provide Dental and Vision Insurance coverage through December 31, 2017,

NOW THEREFORE BE IT RESOLVED that the Town Board authorizes Supervisor Peter Shrope to sign a renewal agreement with the CSEA Employee Benefit Fund modifying the prices for Dutchess Dental and Silver 12 Vision premium amounts as follows:

Dutchess Dental Plan: January 1, 2016 to June 30, 2016, \$123.38

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July 1, 2016 to Jun 30, 2017, \$129.55
July 1, 2017 to December 31, 2017, \$136.03
Silver 12 Vision Plan: January 1, 2016 to June 30, 2016, \$19.39
July 1, 2016 to Jun 30, 2017, \$19.39
July 1, 2017 to December 31, 2017, \$19.39

**ROLL CALL VOTE: Aye 4 (McDonnell, McKernan, Shrope, Tucker), Nay 0, Absent 1 (Wright)
Resolution #59 declared duly adopted.**

3. **Tansy Lane - Supervisor Peter Shrope:** Three months ago was the last communication on this subject. Attorney for the Town Scott Goldie received an email from the attorney of the owner asking for a resolution. The land owner needs to sign the deed so the Town has something to review before passing a resolution to accept the land; currently there is only a map of the property. May call a special meeting if this is completed before the next regular meeting. The County will start paving soon; this road will be done if the Town owns it.
4. **“Think Differently” Initiative - Supervisor Peter Shrope:** County of Dutchess sent a notice asking for support of a “Think Differently” initiative which concerns considering the needs of people with special needs when planning projects. Very little information was provided, deferred to next meeting.

COMMITTEES:

1. **Adirondack Regional Airport - Tom and Amber McKernan:** There will be a “Fly-In” Leaves Festival Saturday, September 17, 10 am to 2 pm. Young Eagle flights will be available for 8 to 17 year olds if the weather is good.
2. **Park & Recreation - Supervisor Peter Shrope and Amber McKernan:**
 - a. Amber McKernan contacted two people about port-a-potty prices, one was for \$90 for a month, but cleaned only two times a month, weekly cleaning is \$120; the other never responded. Recommend staying with current contract. The port-a-potty will be removed after 1 November and put back on May 1.
 - b. The park grounds look good; Ben Tucker is doing a good job.
 - c. Lawn mower was repaired; the deck fell off after being used.
 - d. New signs were purchased telling people to clean up dog waste.
 - e. Weeds need to be removed from the basketball court

CITIZENS COMMENTS:

Andy Crary: The Board does a good job.

Tom McKernan: It is a pleasure to come to Board meetings.

EXECUTIVE SESSION:

Motion **TO GO INTO EXECUTIVE SESSION** at 8:40 p.m., made by Amber McKernan, second by Supervisor Peter Shrope, per Public Officers Law, Article 7, Section 105(f) to discuss the financial history of a particular corporation. Aye 4, (McDonnell, McKernan, Shrope, Tucker), Nay 0, Absent 1 (Wright)

Motion **TO GO OUT OF EXECUTIVE SESSION** at 8:48 p.m., made by Supervisor Peter Shrope, second by Amber McKernan, Aye 4, (McDonnell, McKernan, Shrope, Tucker), Nay 0, Absent 1 (Wright)

Motion **TO GO INTO EXECUTIVE SESSION** at 8:49 pm made by Supervisor Peter Shrope, second by Amber McKernan per Public Officers Law, Article 7, Section 105(h) to discuss the proposed acquisition, sale or lease of real property (Camp Gabriels) when publicity would substantially affect the value thereof, Aye 4, (McDonnell, McKernan, Shrope, Tucker), Nay 0, Absent 1 (Wright)

Motion **TO GO OUT OF EXECUTIVE SESSION** at 8:58 p.m., made by Supervisor Peter Shrope, second by Amber McKernan, Aye 4, (McDonnell, McKernan, Shrope, Tucker), Nay 0, Absent 1 (Wright)

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AUDIT OF VOUCHERS

RESOLUTION #60-2016

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 GENERAL FUNDS in the amount of \$500.48 and STREET LIGHTING FUNDS in the amount of \$52.52.

GENERAL FUND: Abstract #7 for Voucher #134 through and including #153 in the amount of \$ 7,223.75

HIGHWAY FUND: Abstract #7 for Voucher #55 through and including #60 in the amount of \$7,839.75

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

Resolution #60 declared duly adopted

ADJOURNMENT: Motion to Adjourn the meeting at 9:00 p.m. made by Amber McKernan, second by Supervisor Peter Shrope, Aye 4 (McDonnell, McKernan, Shrope, Tucker), Nay 0, Absent 1 (Wright)

Respectfully Submitted,

Elaine W. Sater, RMC
Brighton Town Clerk