

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

**August 8, 2019**

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The Regular Meeting for the Town Board of the Town of Brighton, Franklin County, NY, was held Thursday, August 8, 2019, 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 7:00pm

**ROLL CALL OF OFFICERS**

PRESENT: Supervisor Peter Shrope

Council Members: Brian McDonnell, Amber McKernan and Steve Tucker

ABSENT: Council Member Lydia Wright

OTHERS PRESENT: Andy Crary-Superintendent of Highways, Elaine Sater-Town Clerk and 1 resident

GUESTS: None

**NOTICE OF MEETING:**

Notice of this meeting was posted on the Town Clerk's Sign Board and in three local post offices.

Supervisor Peter Shrope thanked Deputy Supervisor Steve Tucker for running the last two Board meetings when he was out of Town.

**REPORTS**

1. **Highway - Andy Crary, Superintendent of Highways:** Report provided prior to meeting
  - a. Mowed and weed whacked cemeteries, Garage and Town Hall 2 times
  - b. Put new carburetor on weed whacker
  - c. Put gravel on hill on Clarke-Wardner Road
  - d. Fixed loader, needed a new "DEF" pump
  - e. Fixed end of guard rail on Split Rock Road, snow damage
  - f. Removed beaver dam on Keese Mill Road
  - g. Working on shoulders of Hull Road
  - h. Completed shoulder work on Wardner Road
  - i. Patched pot holes
  - j. Cleaned/ and washed F-350 pickup truck
  - k. Fixed tarp on 2013 truck
  - l. Received an application for MEO position, will hire a person on September 2.
  - m. Need approval to hire Brunell Asphalt for paving and purchase of tar; unable to get a date from Franklin County for paving, they are doing County Roads first
  - n. Will need a new wing for 2013 plow
  - o. Two trees have died in front of the Highway Garage; warranty was for only 1 year.

**RESOLUTION #39-2019**

**AUTHORIZATION TO HIRE BRUNELL ASPHALT TO PAVE SPLIT ROCK ROAD**

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

WHEREAS the Franklin County Highway Department is unable to provide a date when they can help the Town pave a Town Road because they are paving County Roads first this summer,  
THEREFORE BE IT RESOLVED that the Superintendent of Highways is authorized to hire Brunell Asphalt to pave Split Rock Road, a distance of .34 miles, 22 feet wide, with 2in binder, in the amount of \$4,800 and  
BE IT FURTHER RESOLVED that the Superintendent of Highways be authorized to purchase about 500 tons of tar Not to Exceed \$29,000.

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

**Resolution #39 declared duly adopted**

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**RESOLUTION #40-2019**

**SUPPORT TO HIRE AN MEO**

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

RESOLVED that the Town Board supports the decision of the Superintendent of Highways to hire an MEO employee to replace the retired employee.

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

**Resolution #40 declared duly adopted**

2. **Town Clerk - Elaine Sater:** Report provided prior to meeting
  - a. Total Revenue to Supervisor as of July 31, 2019 was \$590.88 from 1 Donation for Park Use, 22 dog licenses, 9 renewed and 13 new (Tag #s 213 thru 225) and 4 Building Permits (#19-018 thru 021)
  - b. Board needs to appoint an Assessor ( 6 years) and a Board of Assessment Review Member (5 years), their terms expires on September 30, 2019.
  - c. TOWN HALL REQUESTS: None
  - d. TOWN PARK REQUEST: First United Methodist Church, September 8, from 11 to 4pm
  - e. RECORDS MANAGEMENT: Continuing indexing Vol 7 of Minutes covering 1971 to 1972, shredded records from 2011, shredding records from 2012 as per MU-1 retention schedule

3. **Historian - Elaine Sater:** Nothing to Report

4. **Tax Collector - Holly Huber:** Audit of Financial Records

Amber McKernan and Brian McDonnell audited the Tax Collector's financial records and found them to be in good order

**RESOLUTION #41-2019**

**AUDIT OF TAX COLLECTOR'S FINANCIAL RECORDS FOR 2019**

Motion made by Amber McKernan, second by Brian McDonnell,

WHEREAS the Tax Collector's financial records for 2019 were audited on August 8, 2019, at 6pm by Amber McKernan and Brian McDonnell,

NOW THEREFORE BE IT RESOLVED that the Town Board accepts the audit of the Tax Collector's financial records for 2019 performed by Amber McKernan and Brian McDonnell on August 8, 2019, and found to be in good order.

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

**Resolution #41 declared duly adopted**

5. **Justice - Nik Santagate:** Report provided prior to meeting

Supervisor received a check in the amount of \$3,501.00 for 34 disposed cases during July

6. **Code Enforcement Officer - Paul Blaine:** Report provided prior to meeting

- a. Four (4) building permits (BP #19-018 thru 021) were issued during July
- b. Issued one (1) Certificate of Compliance for BP#19-018

7. **Assessor - Rosanne Gallagher:** Report provided prior to meeting

- a. Pam Sloate has finished data collecting Easy St. Working on preparing what she needs to continue down Rt 86 towards Gabriels. She will start there next week.
- b. Also working on reviewing sales up to July 1st. The state wants any corrections made by August 31st.

8. **Animal Control - Tri-Lakes Humane Society:** Nothing to report

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- 9. Supervisor - Peter Shrope:** Report provided prior to meeting
- a. August 1 - Met with Assemblyman D. Billy Jones with Brian McDonnell and Andy Crary. Discussed salt use on town roads and culvert on Keese Mills Road.
  - b. MEO employee retired on July 22, termination of employment paperwork and final pay was completed as of 8/2/19 payroll.
  - c. Received a notice from National Grid, tree maintenance being done around Town.
  - d. Budget Report: Report as of July 31, 2019, was provided to Board members
  - e. Revenues: \$22,733.76 from Franklin County for snow removal, \$3,501 from Town Justice, \$590.88 from Town Clerk, and \$1,000 for cemetery plots
  - f. NYCLASS Investments: Interest for July was \$207.20 for General, Total Amount \$109,741.91 (\$20,000 for Town Hall), and \$78.98 for Highway, Total Amount \$41,822.73.

***MINUTES AMENDMENT/ACCEPTANCE***

**- Minutes of Regular Board Meeting July 11, 2019**

Motion made by Amber McKernan, second by Steve Tucker, to accept the minutes of the July 11, 2019, Regular Board meeting as written.

**ROLL CALL VOTE: Aye 2 (McKernan, Tucker), Nay 0, Abstain 2 (McDonnell, Shrope), Absent 1 (Wright)**

***CITIZEN COMMENTS:***

**Rouse Fountain** - Thanked the Board members for serving the Town, would like to know if they would start the process to extend the reduced speed limit on State Route 86 from Paul Smith's College towards Gabriels to the farms. He said there are deer and moose crossing the road as well as more houses in the area and people go 10 miles over the speed limit already.

**Supervisor Peter Shrope** asked him to put his request in the form of a letter so he can start the process.

***BUSINESS***

- 1. Assessor and Board of Assessment Review (BAR) Reappointment** - The Assessor and one BAR member's terms end on September 20, 2019.

**RESOLUTION #42-2019**

**APPOINTMENT OF ASSESSOR FOR 6 YEAR TERM**

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

RESOLVED that Roseanne Gallagher be reappointed as Town Sole Assessor for a 6 year-term to run from October 1, 2019 to September 30, 2025.

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

**Resolution #42 declared duly adopted.**

**RESOLUTION #43-2019**

**APPOINTMENT OF BAR MEMBER FOR 5 YEAR TERM**

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

RESOLVED that Michael DeDivitis be reappointed as Board of Assessment Review member for a 5-year term to run from October 1, 2019 to September 30, 2024.

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

**Resolution #43 declared duly adopted.**

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2. **Franklin County First Response Agency - Supervisor Peter Shrope:** Received a request for a letter of support for the Franklin County First Response Agency to request a Certificate of Need for Permanent Operating Authority at the Paramedic level.

**Supervisor Peter Shrope made a motion to send a letter of support to the Franklin County First Response Agency to request a Certificate of Need for Permanent Operating Authority, second by Steve Tucker, Aye 4 (McDonnell, McKernan, Shrope, Tucker), Nay 0, Absent 1 (Wright)**

3. **Sale of Riding Lawnmower - Supervisor Peter Shrope:** Resolution #21-2019 needs to be amended to change the amount acceptable for bids on the sale of the riding lawnmower. Only one bid was received at \$250.00.

**RESOLUTION #21-2019 (Amended)**

**AUTHORIZATION TO SELL RIDING LAWN MOWER**

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

RESOLVED that the Superintendent of Highways be authorized to sell, to the highest bidder, a riding lawn mower, 2005 John Deere LT160, 42 inch, as is; the starting bid to be \$250.00.

**ROLL CALL VOTE: Aye 3 (McKernan, Shrope, Tucker), Nay 1 (McDonnell), Absent 1 (Wright)  
Resolution #21-2019 declared duly amended.**

4. **Park Property Survey - Supervisor Peter Shrope:** The part of the park owned by the Town needs a survey to determine the boundary lines for mowing and liability purposes; sent an email request to a local surveying company. No response yet.
5. **Staining Town Hall - Supervisor Peter Shrope:** Chad Quinn will schedule the Town Hall for staining

**COMMITTEES**

1. **Adirondack Regional Airport - Amber McKernan/Tom McKernan:** People have been practicing emergency rescues with State Police helicopters at the airport.
2. **Website - Amber McKernan/Supervisor Peter Shrope:** Still need to meet with Rainbow Graphics to discuss changes, looking into American Disability Act requirements for website.

**CITIZEN COMMENTS:** None

**EXECUTIVE SESSION**

Motion made by Supervisor Peter Shrope, second by Steve Tucker, TO GO INTO Executive Session at 8:03pm in accordance with Public Offices Law, Article 7, Section 105, Para f, to discuss the employment history of a particular person. **Aye 4 (McDonnell, McKernan, Shrope, Tucker), Nay 0, Absent 1 (Wright)**

Motion made by Supervisor Peter Shrope, second by Amber McKernan, TO GO OUT OF Executive Session at 8:14pm, **Aye 4 (McDonnell, McKernan, Shrope, Tucker), Nay 0, Absent 1 (Wright)**

**AUDIT OF VOUCHERS:**

**RESOLUTION #44-2019**

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

Motion made by Amber McKernan, second by Steve Tucker,

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RESOLVED that the Supervisor be authorized to pay the audited vouchers as listed on the abstracts as follows:

PREPAID FUNDS: Abstract #8 for Voucher #8A and 8B for 2019 General Funds in the amount of \$371.06,

GENERAL FUND: Abstract #8 for Voucher #131 through and including #143 for 2019 General funds in the amount of \$5,669.13, and Voucher #139 for STREET LIGHTING 2019 FUND in the amount of \$54.96,

HIGHWAY FUND: Abstract #8 for Voucher #68 through and including #74 for 2019 funds in the amount of \$10,636.88

**ROLL CALL VOTE: Aye 4 (McDonnell, McKernan, Shrope, Tucker), Nay 0, Absent 1 (Wright)  
Resolution #44 declared duly adopted.**

***ADJOURNMENT***

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

Respectfully Submitted,

Elaine W. Sater, RMC  
Brighton Town Clerk