

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

**October 10, 2019**

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The Regular Meeting for the Town Board of the Town of Brighton, Franklin County, NY, was held Thursday, October 10, 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, Steve Tucker and Lydia Wright

ABSENT: None

OTHERS PRESENT: Paul Blaine-Code Enforcement Officer, Andy Crary-Superintendent of Highways, Elaine Sater-Town Clerk, 2 residents, and 2 others

GUESTS: None

**NOTICE OF MEETING:**

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

**REPORTS**

**1. Highway - Andy Crary, Superintendent of Highways:** Report provided prior to meeting

- a. Hauled tar for the Village of Tupper Lake
- b. Cleaned trucks
- c. Repaired seal on the New Holland tractor
- d. Took two (2) rims to Malone for spare tires for trucks
- e. Replaced sign on Mt Pond Road
- f. Helped towns of Harrietstown and Franklin with shoulders on town roads
- g. Worked on 2015 sander, adjusting chains, greasing bearings, and replacing lights
- h. Worked on 2013 sander, installed gate, repaired sander hydraulic pump
- i. Painted both sander shoots and gates
- j. Greased loader
- k. Sand screened by Trudeau Sand and Gravel
- l. Received full order of salt
- m. Painted the plows
- n. Employee still out on sick leave
- o. Waiting to hear from Viking on new wing

Discussion was held on winter access to Mt Pond Road. Emily Tyner and David Bielefield asked who was responsible for maintaining the road. Superintendent of Highways Andy Crary said it was a seasonal use limited road and he maintains it in the summer but does not keep it open during the winter months, as there is no place to turn around with the large plow when people are parked in the lot. Brian McDonnell said the State is responsible for access to NYS Department of Environmental Conservation (DEC) recreational areas. Andy Crary spoke with Robert Haynes at NYS Department of Transportation about making a pull off for people to use during the winter. The Board suggested that Emily Tyner and David Bielefield contact NYS DEC to discuss the situation further.

**2. Town Clerk - Elaine Sater:** Report provided prior to meeting

- a. Total Revenue to Supervisor as of September 30, 2019 was \$668.32 from 2 Sport Licenses, 4 Certified Copies, and 2 Building Permits (#19-026 and 027)
- b. Town Clerk's office will be closed on Tuesday, October 15 to attend the Local Government Conference in Potsdam.
- c. Assessor Roseanne Gallagher and Board of Assessment Review Member Michael DeDivitis took oaths of office for new terms
- d. TOWN HALL REQUESTS: None

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- e. TOWN PARK REQUEST: None
  - f. RECORDS MANAGEMENT: Completed shredding court records from 2012, indexing Vol 8 Minutes from 1973 to 1974.
- 3. Historian - Elaine Sater:** Report received prior to meeting  
Minutes from Regular Meeting, October 10, 1945 - 74 years ago
- Meeting was held at Town Hall. Earl Martin is Supervisor; Justices of the Peace are Albert Claremont, Arthur Leavitt, Oscar Otis, and Charles Simpson; Raldolph Martin is Superintendent of Highways and Frank Otis is Deputy Town Clerk
  - Minutes of previous meeting (August 21, 1945) were accepted as read.
  - Budget for 1946
    - Amount to be raised by taxes for Highway Item #1 \$2,287.50, None for Items #2 and #3, and \$3,000 for Item #4; a total of \$5,387.50.
    - Chairman Board of Assessor's salary \$195.60, expenses \$70.
    - Two Assessor's salary \$170 each
    - Tax Collector \$425
    - Two Justice of the Peace \$72 each
    - One Acting Justice of the Peace \$126
    - One Acting Justice of the Peace \$212
    - Welfare Officer Salary \$300
    - Home Relief \$500
    - Town Clerk Salary \$675
    - Registrar of Vital Statistics Salary \$36
    - Supervisor Salary \$900
    - Annual Estimate of Supervisor for salaries and expenses \$3,274
  - War Memorial for World War 1 and II heroes to be erected at Town Hall, cost not to exceed \$500.00
  - Bill for Bank, Baldwin Law Co be paid for \$12
- 4. Tax Collector - Holly Huber:** No report received
- 5. Justice - Nik Santagate:** Report provided prior to meeting  
Supervisor received a check in the amount of \$2,835.00 for 25 cases disposed during September
- 6. Code Enforcement Officer - Paul Blaine:** Report provided prior to meeting
- a. Two (2) building permits (BP #19-026 and 027) were issued during September
  - b. Issued two (2) Certificates of Compliance for BP#18-016 and #19-023
  - c. Looked into the derelict property, owner is deceased. There is a lot of garbage outside and the building is unsafe. He sent a certified, signature receipt, letter to the owner of record and it was returned.
  - d. Someone questioned a permit for a garage, there is one on record
- 7. Assessor - Rosanne Gallagher:** Report provided prior to meeting  
Will be starting up Data Collection again during October
- 8. Animal Control - Tri-Lakes Humane Society:** Nothing to report
- 9. Supervisor - Peter Shrope:** Report provided prior to meeting
- a. Received a notice from the NYS Office of the Comptroller, the Town has no fiscal stress
  - b. National Grid is asking if the Town wants the area street lighting converted to LED lighting. This would include the Town Hall, Park, and Easy Street Lighting District.
  - c. NYS CLASS is looking for nominations for its governing board, they are due by October 29, nominees should represent the Town and have expertise in financial matters
  - d. Time Warner Cable is now Spectrum Northeast, LLC, a subsidiary of Charter Communications
  - e. Received a quote from the Saranac Lake Volunteer Rescue Services for their 2020 contract, it is lower than

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- anticipated, will revise the Tentative 2020 Budget when the Board meets to discuss it.
- f. Budget Report: Report as of September 30, 2019, was provided to Board members
  - g. Revenues: \$120.94 from Franklin County for stumpage fees, \$2,835 from Town Justice, \$668.32 from Town Clerk and \$35.85 refund from General Fund Voucher #155 for a cancelled order
  - h. NYCLASS Investments: Interest for September was \$182.64 for General, Total Amount \$110,121.11 (\$20,000 for Town Hall roof), and \$69.61 for Highway, Total Amount \$41,967.25

***MINUTES AMENDMENT/ACCEPTANCE***

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

Motion made by Amber McKernan, second by Lydia Wright, to accept the minutes of the September 12, 2019, Regular Board meeting as written.

**ROLL CALL VOTE: Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0**

***CITIZEN COMMENTS:***

A resident said the school tax increase was a shock, real estate is not selling.  
The Supervisor explained the 74% equalization rate was the reason for increased school taxes.

***BUSINESS***

1. **Town of Harrietstown SLAYP Contract - Supervisor Peter Shrope:** Received a contract for 2019 for the Saranac Lake Area Youth Program (SLAYP), no report of summer activity was included.

**RESOLUTION #49-2019**

**CONTRACT FOR SARANAC LAKE AREA YOUTH PROGRAM**

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

RESOLVED that the Supervisor be authorized to sign a contract with the towns of North Elba, Harrietstown, and St Armand, the Village of Saranac Lake, and the Saranac Lake Central School District to provide a joint youth program for recreational activities during the 2019 summer season for youth from the Town of Brighton, and  
BE IT FURTHER RESOLVED that the Supervisor be authorized to pay the amount of \$1,000.00 to the Town of Harrietstown for this service for 2019.

**ROLL CALL VOTE: Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0**  
**Resolution #49 declared duly adopted.**

2. **Park Survey - Supervisor Peter Shrope:** Received a quote from Geomatics Land Surveying, PC to survey the part of the park owned by the Town.

**RESOLUTION #50-2019**

**CONTRACT FOR SURVEY OF TOWN PARK**

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

RESOLVED that the Supervisor be authorized to sign a contract with Geomatics Land Surveying, PC of Saranac Lake for professional services to survey the part of the Town Park owned by the Town in the amount of \$2,300.

**ROLL CALL VOTE: Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0**  
**Resolution #50 declared duly adopted.**

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3. **Budget 2020 Meeting - Supervisor Peter Shrope:** The Board needs to meet with the Bookkeeper to discuss the Tentative 2020 Budget and vote on it. The meeting was set up for Thursday, October 17, at 5 pm.
4. **Clothing Allowance for Highway Employees - Supervisor Peter Shrope:** Discussion was held concerning allowing the Highway employees to have an allowance to purchase their own clothing instead of renting uniforms.
5. **State Retirement System - Supervisor Peter Shrope:** The Report of Activities (ROAs) for some employees seem to be in error, he will look into this further after discussion with the NYS Local Retirement office.

**COMMITTEES**

1. **Adirondack Regional Airport - Amber McKernan/Tom McKernan:** New lights are being installed on runways over the next few years.
2. **Park - Amber McKernan/Supervisor Peter Shrope:** Supervisor Peter Shrope sent a letter to Randall Swanson concerning removing some trees at the park, no response yet. He and Amber McKernan marked 5 that need to come down. Superintendent Andy Crary thought he might be able to remove some of them with the loader. The Board discussed getting a quote from a tree removal company for the remainder.
3. **Cemeteries - Amber McKernan/Steve Tucker:** Brain McDonnell commented on how good the new signs looked at the cemeteries
4. **Website - Amber McKernan/Supervisor Peter Shrope:** Need to meet with the webmaster to discuss ADA compliance

**CITIZEN COMMENTS:** None

**EXECUTIVE SESSION**

Motion made by Supervisor Peter Shrope to GO INTO EXECUTIVE SESSION at 8:15pm in accordance with Public Offices Law, Article 7, Section 105, Para f, to discuss a medical issue of a particular person, second by Amber McKernan. ROLL CALL VOTE: Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0

Motion made by Supervisor Peter Shrope to GO OUT OF EXECUTIVE SESSION at 8:29pm, second by Brian McDonnell. ROLL CALL VOTE: Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0

**AUDIT OF VOUCHERS:**

**RESOLUTION #51-2019**

**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 #10 for Voucher #10A through 10C for 2019 General Funds in the amount of \$457.56, and Voucher #10C for STREET LIGHTING 2019 FUND in the amount of \$59.61,

GENERAL FUND: Abstract #10 for Voucher #162 through and including #177 for 2019 General funds in the amount of \$7,849.16,

HIGHWAY FUND: Abstract #10 for Voucher #85 through and including #96 for 2019 funds in the amount of

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\$30,491.12

**ROLL CALL VOTE: Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0  
Resolution #51 declared duly adopted.**

***ADJOURNMENT***

Motion to Adjourn at 8:30pm 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

DRAFT