

REGULAR BOARD MEETING - TOWN OF BRIGHTON - FRANKLIN COUNTY, NY

January 9, 2014

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A Regular Monthly Meeting of the Town Board of the Town of Brighton was held Thursday, January 9, 2014, after the 2014 Organizational Meeting at 6:00 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 6:50 p.m.
The "Pledge of Allegiance" to the flag was recited.

ROLL CALL OF OFFICERS

PRESENT: Supervisor Peter Shrope

Council Members: Brian McDonnell, Steve Tucker and Lydia Wright

ABSENT: Council Member Amber McKernan,

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

RESIDENTS: There were five residents present

GUEST: Tom Tucker, Fire Chief, Paul Smiths-Gabriels Volunteer Fire Department (PSGVFD)

NOTICE OF MEETING:

Notice of this meeting was posted on the Town Clerk's Sign Board, in the three local post offices and businesses in the Town on Thursday, January 2, 2014. A notice was faxed to the Adirondack Daily Enterprise on Tuesday, December 24, 2013.

Paul Smiths-Gabriels Volunteer Fire Department (PSGVFD) – Tom Tucker, Chief: Fire Chief Tom Tucker presented a list of the PSGVFD members and newly elected officers to the Town Board for approval according to General Municipal Law and Town Law. Discussion was held on the Fire Mutual Aid Agreement with Franklin County, access to water at the old Camp Gabriels property, additional dry hydrants, and coverage for Worker's Compensation.

RESOLUTION #14-2014

MEMBERSHIP AND OFFICERS OF THE PSGVFD

Motion made by Supervisor Peter Shrope, Second by Council Member Lydia Wright,

RESOLVED that the Town Board accepts the following thirty members and officers for the Paul Smiths Gabriels Volunteer Fire Department in accordance with Town Law, Section 176-b as follows:

1. Tom Tucker – Fire Chief
2. Dan Whitson – 1st Assistant Chief
3. Hawley Snyder – 2nd Assistant Chief
4. Steve Tucker – Captain
5. Scott Martelle-Acting 1st Lieutenant
6. Sheila Delarm-2nd Lieutenant
7. John Minutilli-Treasurer
8. Dillon Fuller-Secretary
9. Charlie Duprey-Training Officer
10. General Membership: Clayton Abare, Sheila Anthony, Char Claremont, Todd Claremont, Devin Cowin, George Hare, Jake Harm, Peter Henry, Bill Jost, Troy Juckett, Dick Martin, Heather Oliver, Murray Oliver, Cody Perryman, Christine Raudonis, Paul Smith, Roger Smith, Dan Spencer, Ken Spencer, Ben Tucker, and Shelbi Whitson

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

Resolution #14 declared duly adopted

RESOLUTION #15-2014

FIRE MUTUAL AID PLAN WITH FRANKLIN COUNTY

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

RESOLVED that the Town Board agrees that the Paul Smiths Gabriels Volunteer Fire Department (PSGVFD) will participate in the Franklin County Fire Mutual Aid Plan that is currently in effect. The Franklin County Fire Mutual Aid Plan may be amended and certified by the Franklin County Board of Legislator through its County Fire Coordinator and no restriction exist against "outside" services by such fire company (PSGVFD) within the meaning

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of Section 209 of the General Municipal Law, which would affect the power of such fire company (PSGVFD) to participate in such plan, and

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

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

Resolution #15 declared duly adopted

DEPARTMENT REPORTS

1. HIGHWAY – Superintendent of Highways Andy Crary: Report submitted prior to meeting
 - a. Plowing and sanding on a regular basis, using all three trucks
 - b. Took 2002 Paystar to Plattsburgh for repairs, injector clutch adjustment and filters
 - c. Repaired hydraulic hose on 2002 Paystar
 - d. Made dump run
 - e. Employee back to work from sick leave
 - f. Putting up sand and salt

Supervisor Peter Shrope said the lease payment on the new truck is due January 30, 2014.

Discussion was held on payment for uniform rental, why is it charged when employees are out sick and are the uniforms being worn by employees. Superintendent of Highways Andy Crary said the uniforms are on a rental basis so they are paid monthly and the employees are wearing them.

RESOLUTION #16-2014

LEASE PAYMENT FOR 2013 INTERNATIONAL DUMP TRUCK

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

RESOLVED that the Town Board authorizes Supervisor Peter Shrope to pay the installment payment of \$27,557.95 to Kansas State Bank for the 2013 International Dump Truck

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

Resolution #16 declared duly adopted

2. TOWN CLERK-Elaine Sater: Report submitted prior to meeting.
 - a. Total Revenue to Supervisor was \$175.00 for 19 dog licenses, 11 new (Tag# 128 to 138) and 8 renewed
 - b. January 2, 2014 posted notices of Organization Meeting in local post offices, businesses, and on the Town Clerk's Sign Board. Faxed notice to the Adirondack Daily Enterprise on December 24, 2013.
 - c. Received packet of information from NYS Association of Towns to distribute to Board members. Training and Annual Meeting to be held in New York City from February 16 to 19.
 - d. Records Management: Review of records retention schedule and shredding records due for destruction.
3. TAX COLLECTOR – Holly Huber: Report submitted prior to meeting
 - a. Responded to requests for tax bills or receipts from property owners, real estate agents, attorneys, mortgage lender, and other interested parties
 - b. Retrieved bills and warrant from Office of Real Property Tax Services in Malone
 - c. Prepared and posted notice of receipt of warrant at area post offices and town hall, submitted for publication in Adirondack Daily Enterprise.
 - d. Assembled and mailed bills to property owners and escrow companies
 - e. Setup Remote Capture Device for depositing payments

Hours of Tax Collector during January are Tuesdays 6:30 am to 8:30 am, Wednesday 5:30 pm to 7:30 pm and Friday 10 am to 2 pm. per email to Supervisor.

4. JUSTICE – Nik Santagate: Report submitted prior to meeting:
 - a. Disposed of 23 cases and gave the Supervisor a check for \$2579.00
 - b. Assistant court clerk has been working extra hours to “scofflaw” old traffic tickets, people are not responding to the letters from the Department of Motor Vehicles (DMV) like they had in the past.
 - c. No response yet on the grant from Office of the Court Administration. Two new computers were

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received and are being used.

Discussion was held on the process of getting a license suspended by the DMV, Brian McDonnell thanked Nik Santagate for the good job he does as the Town Justice.

5. CODE ENFORCEMENT OFFICER-Paul Blaine: Report submitted prior to meeting
One Certificate of Compliance was issued for BP#12-026
6. ASSESSOR- Doug Tichenor: No report received
7. TOWN PARK-Park Attendant: See BUSINESS for further information
8. FOOD PANTY- Barbara Marshall: Received November and December Reports prior to meeting
 - a. November: Served 466 people, businesses are donating items for which she is very thankful
 - b. December: Served 442 people, she is angry, upset and hurt over the letter she received from the Board. She would like to know when the water will be turned off and she will be contacting National Grid to install a grid to monitor the electrical use. She will post the letter the Board sent to her as well as her response on food distribution day. Board also received a notice she gave to the Food Pantry clients.Discussion was held on the Food Pantry making assumptions that the Town was no longer using the Park building, not longer plowing the parking lot, and changing its agreement with the Food Pantry. Supervisor Peter Shrope will arrange a meeting with the Food Pantry to discuss the issues.
9. HISTORIAN- Mary Ellen Salls: No report received
10. ANIMAL CONTROL- Tri Lake Humane Society: No report received
11. SUPERVISOR – Peter Shrope:
 - a. Personnel Changes: Submitted changes to the Franklin County Civil Service Department
 - b. Army Corps of Engineers: Received notice by email from the Army Corps of Engineers concerning a boathouse on St. Regis River off Keese Mills Road. Discussion was held on the proposed boat house. Will forward a copy of the project to the Code Enforcement Officer and APA.
 - c. Certificate of Liability Insurance: Requested a copy of the Certificate of Liability Insurance for Paul Smith's College to cover the park lease.
 - d. Town Hall Project Grant: Emailed Gail Underhill-Plumb to follow up on payments from the grant; no response yet.
 - e. Budget: Distributed End-of -Year Budget report for 2013,
 - i. Revenues received: \$298.94 from Insurance, \$2,579 from Justice, \$175 from Town Clerk, \$42,500 from Tax Collector, \$2,292.66 from Snow and Ice Contract with Franklin County, and \$35,432.43 from CHIPS funds (Direct Deposit).
 - ii. NYCLASS interest: General Fund \$2.52, Total Fund \$85,261.59 and Highway Fund \$1.24, Total Fund \$40,106.95.

APPROVAL/AMENDMENT OF MINUTES

- Regular Board – December 12, 2013

Motion made by Steve Tucker, second by Lydia Wright, to accept the minutes of the Regular Board meeting of December 12, 2013, as written. Aye 4 (McDonnell, Shrope, Tucker, Wright), Nay 0, Absent 1 (McKernan)

CITIZENS COMMENTS: None

BUSINESS

1. Budget Amendments – Supervisor Peter Shrope: There are two budget amendments needed to clean up the 2013 Budget:

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GENERAL FUND 2013 BUDGET AMENDMENT #2

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

RESOLVED that the following amounts are hereby transferred

\$ 3,959.00 from Account No. A1990.4 (Contingency)

As follows:

\$ 2,859.00 to Account No. A1620.4 Building CE

\$ 10.00 to Account No. A5010.4 Supt Highway CE

\$ 427.00 to Account No. A7140.4 Facilities CE

\$ 663.00 to Account No. A8161.4 Landfill Monitoring CE

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

GENERAL FUND 2013 BUDGET AMENDMENT #2 declared duly adopted.

HIGHWAY FUND 2013 BUDGET AMENDMENT #2

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

RESOLVED that the following amounts are hereby transferred:

\$ 3,512.00 from Account No. DA5110.1 Gen Repairs PS

As follows:

\$ 496.00 to Account No. DA5130.2 Machinery Capital

\$ 794.00 to Account No. DA5130.4 Machinery CE

\$ 2,222.00 to Account No. DA5142.4 Snow Removal CD

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

HIGHWAY FUND 2013 BUDGET AMENDMENT #2 declared duly adopted.

2. Fuel for Town Buildings – Supervisor Peter Shrope:
 - a. Town Hall ran out of fuel for furnace on December 23, because the company who was delivering did not get the state contract awarded to them again. Superintendent of Highways Andy Crary put in some fuel to get the furnace running and called Adirondack Energy for a delivery, they refused so he called Hyde Fuel who delivered 100 gallons. Would like to contract with them so this does not happen again.
 - b. Town Park: Griffith Energy is the vendor for the propane and delivery is not on auto delivery. A citizen suggested the Town use Hyde Fuel also for the Park. Supervisor Peter Shrope will look into changing companies.

RESOLUTION #17-2014

CONTRACT WITH HYDE FUEL FOR KEROSENE FOR TOWN HALL

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

WHEREAS the Town Hall ran out of fuel when the state contract expired,

THEREFORE BE IT RESOLVED that the Supervisor be authorized to sign a contract with Hyde Fuel to provide kerosene for the Town Hall at cost plus 45 cents and set up a delivery schedule so the tank does not run out.

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

RESOLUTION #17 declared duly adopted.

3. Park Building- Supervisor Peter Shrope: Andy Crary will handle the closing down of the park building by shutting off the water and draining the pipes. He will padlock the bathroom door so no one uses the toilet. Heat tape will be put on the water pump to keep it from freezing up.
4. Annual Contracts and/or Payments:
 - a. Tri-Lakes Humane Society: Animal Shelter and Animal Control Officer for 2014 payment

RESOLUTION #18-2014

TRI-LAKES HUMANE SOCIETY ACO AND ANIMAL SHELTER 2014 FOR \$3,788.00

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

RESOLVED that the Town Board authorizes Supervisor Peter Shrope to pay the Tri-Lakes Humane Society in Saranac Lake the amount of \$3,788.00 for services during 2014 in accordance with the contract.

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

RESOLUTION #18 declared duly adopted.

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- b. Saranac Lake Civic Center: Youth recreation services for 2014 payment

RESOLUTION #19-2014

SARANAC LAKE CIVIC CENTER 2014 RECREATION SERVICES FOR \$1,500

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

RESOLVED that the Town Board authorizes Supervisor Peter Shrope to pay the Saranac Lake Civic Center, Inc. in Saranac Lake the amount of \$1,500.00 for services during 2014 in accordance with the contract.

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

RESOLUTION #19 declared duly adopted.

- c. Franklin Snowmobilers, Inc: Grooming snowmobile trails for 2014 contract and payment

RESOLUTION #20-2014

FRANKLIN SNOWMOBILERS, INC. 2014 FOR \$300.00

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

RESOLVED that the Town Board authorizes Supervisor Peter Shrope to sign a contract with the Franklin Snowmobilers, Inc in Lake Clear to groom snowmobile trails in the Town of Brighton for the amount of \$300.00 during 2014 and

BE IT FURTHER RESOLVED that the Supervisor be authorized to pay the Franklin Snowmobilers the amount of \$300.00 for services during 2014.

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

RESOLUTION #20 declared duly adopted.

- d. Saranac Lake Adult Center: Senior services for 2014 contract and payment

RESOLUTION #21-2014

SARANAC LAKE ADULT CENTER 2014 for \$850.0

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

RESOLVED that the Town Board authorizes Supervisor Peter Shrope to sign a contract with the Saranac Lake Adult Center to provide services for Brighton seniors during 2014 in the amount of \$850.00, and

BE IT FURTHER RESOLVED that the Supervisor be authorized to pay the Saranac Lake Adult Center, Inc. the amount of \$850.00 for services during 2014.

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

RESOLUTION #21 declared duly adopted.

- e. Paul Smiths-Gabriels Volunteer Fire Department (PSGVFD) 1st Payment

RESOLUTION #22-014

PSGVFD FIRST PAYMENT 2014

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

RESOLVED that the Town Board authorizes Supervisor Peter Shrope to make the 1st payment to the Paul Smiths Gabriels Volunteer Fire Department for 2014 fire protection services in accordance with the contract in the amount of \$40,784.50.

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

RESOLUTION #22 declared duly adopted.

- f. North Country Life Flight, Inc: Medivac services 2014 payment

RESOLUTION #23-2014

NORTH COUNTRY LIFE FLIGHT 2014 FOR \$1,500

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

RESOLVED that the Town Board authorizes Supervisor Peter Shrope to pay North Country Life Flight, Inc. in Saranac Lake the amount of \$1,500.00 for services during 2014 in accordance with the contract.

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

RESOLUTION #23 declared duly adopted.

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- g. NYMIR: Liability Insurance for 2014 payment

RESOLUTION #24-2014

NYMIR 2014 FOR \$11,501.15

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

RESOLVED that the Town Board authorizes Supervisor Peter Shrope to pay New York Municipal Insurance Reciprocal (NYMIR) for 2014 liability insurance in the amount of \$11,501.15.

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

RESOLUTION #24 declared duly adopted.

- h. Association of Towns NYS: Membership for 2014 payment

RESOLUTION #25-2014

AOTNYS MEMBERSHIP FOR 2014 FOR \$599.00

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

RESOLVED that the Town Board authorizes Supervisor Peter Shrope to pay Association of Towns New York State the amount of \$599.00 for membership dues for 2014.

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

RESOLUTION #25 declared duly adopted.

- i. Trudeau Sand and Gravel: Unsafe structure was removed from 85 County Road 60 in Gabriels, payment due of \$4,000, to be added to tax lien on property

RESOLUTION #26-2014

TRUDEAU SAND AND GRAVEL FOR REMOVAL OF UNSAFE STRUCTURE 85 CT RD 60

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

RESOLVED that the Town Board authorizes Supervisor Peter Shrope to pay Trudeau Sand and Gravel for removal of an unsafe structure at 85 County Road 60 in Gabriels for the amount of \$4,000 per the contract.

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

RESOLUTION #26 declared duly adopted.

- j. NY State and Local Retirement System: Retirement payment to state for 2014

RESOLUTION #27-2014

NY STATE AND LOCAL RETIREMENT SYSTEM PAYMENT FOR 2014

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

RESOLVED that the Town Board authorizes Supervisor Peter Shrope to pay the New York State and Local Retirement System for 2014 the amount of \$41,859 to be divided as follows: General Fund \$16,744.00 and Highway Fund \$25,115.00.

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

RESOLUTION #27 declared duly adopted.

COMMITTEES: Nothing to Report

CITIZENS COMMENTS: None

AUDIT OF VOUCHERS

RESOLUTION #28-2014

PAYMENT OF AUDITED VOUCHERS AS LISTED ON THE ABSTRACTS

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

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

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PREPAID FUNDS: Abstract #1 for Voucher #1A through and including #1C for 2014 General Funds in the amount of \$654.72 and STREET LIGHTING FUNDS in the amount of \$76.93

GENERAL FUND: Abstract #1 for Voucher #1 through and including #29 for 2014 funds in the amount of \$57,683.69 and

HIGHWAY FUND: Abstract #1 for Voucher #1 through and including #11 for 2014 funds in the amount of \$68,805.41

SPECIAL FUND-FIRE DISTRICT: Abstract #1 for Voucher #1 for 2014 funds in the amount of \$40,784.50

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

RESOLUTION #28 declared duly adopted.

ADJOURNMENT

Motion to Adjourn at 9:05 p.m. made by Lydia Wright, Second by Brian McDonnell, Aye 4 (McDonnell, Shrope, Tucker, Wright), Nay 0, Absent 1 (McKernan)

Respectfully Submitted,

Elaine W. Sater, RMC
Brighton Town Clerk