

TOWN OF BRIGHTON - FRANKLIN COUNTY, NY
REGULAR BOARD MEETING
August 13, 2015
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The Regular Meeting of the Town Board of the Town of Brighton was held Thursday, August 13, 2015, at 7:00 p.m. 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 7:02 p.m.
The "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, two residents and two Food Pantry Representatives
GUESTS: None

NOTICE OF MEETING:

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

REPORTS

1. Highway Department - Superintendent Andy Crary
 - a. Mowed the cemeteries, Town Hall and Garage lawns
 - b. Road raked dirt roads
 - c. Mowed the landfill cap
 - d. Took the old culverts to Helms's Salvage and received \$384 for 7.68 tons of scrap; gave the money to Supervisor Peter Shrope
 - e. Cleaned up the old concrete from the Keese Mills Road culvert replacement project
 - f. Mowed the sides of the roads
 - g. Removed tree from Hull Road
 - h. Put shot rock around the new culverts on Keese Mills Road
 - i. Put cold patch on Keese Mills Road
 - j. Made a dump run
 - k. Checked the Slush Pond and McColloms Roads
 - l. Greased the trucks
 - m. Cleaned out a culvert on Tebbutt Road from beaver debris
 - n. Paved 1/2 mile of Keese Mills Road at the Santa Clara line end
 - o. Employees are on vacation, one this week, one next week
 - p. Need a discussion on taking over "Tansy Lane" in the Leavitt's Deer Meadow Subdivision

Supervisor Peter Shrope asked Andy Crary for the specifics on the road, it is .6 mile long with a 60' Right of Way; it has a good base and is up to code. Art Leavitt will pave from the highway to the split in the road. Utilities are buried four feet. There are 12 properties in the subdivision and 7 or 8 are already sold. There are 5 houses already built or being built. The school bus can't drive on the road since it is private so people have to drive their children out to the highway. Andy Crary said he would like to pave it next year while it has a good base.

The next step is for Supervisor Peter Shrope to contact the Attorney for the Town and discuss the process. He asked all the Board members to go drive on the road and see the condition of it for themselves before the next Board meeting.

- q. Need a payment made on the 2015 plow truck

RESOLUTION #56-2015

PAYMENT TO KANSAS STATE BANK FOR THE 2015 PLOW TRUCK FOR \$8019.32

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

RESOLVED that the Town Board authorizes Supervisor Peter Shrope to make a payment in the amount of

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\$8,019.32 for the first payment to Kansas State Bank for the lease on the 2015 Plow Truck due on September 15, 2015.

**ROLL CALL VOTE: Aye 4 (McDonnell, McKernan, Shrope, Tucker), Nay 0, Absent 1 (Wright)
Resolution #56 duly adopted.**

2. Town Clerk- Elaine Sater: Report received prior to meeting
 - a. Total Revenue to Supervisor as of July 31, 2015 was \$ 781.75 from 1 Marriage License (#2-2015), 1 Donation for Park Use, 4 Dog Licenses, 1 renewed and 3 new (Tag# 158 to 160), 4 Building Permits (#15-014 thru 017)
 - b. July 28 received an accounting of a 3 months' sample of hours worked by Assessor Roseanne Gallagher for retirement reporting purposes. She reported 103 hours for three months, if she is allowed the 6 hours per day; it equals 5.72 days per month. Need a resolution by the Board to accept the sample hours and set "work hours per day" for her position.
 - c. Received Notice of a Primary Election to be held on Thursday, September 10, from Noon to 9 pm, which is the same day as the next Town Board meeting.
 - d. TOWN HALL REQUEST: Thursday, August 27, 6:10 p.m., Democrat Party Caucus
 - e. TOWN PARK REQUEST: Sunday, Aug 16, Snyder Family, Sunday September 6, Spencer Family.
 - f. RECORDS MANAGEMENT: Continuing to shred old court records
 - g. HISTORIAN: Nothing to Report

**RESOLUTION #57-2015
RETIREMENT HOURS FOR ASSESSOR**

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

WHEREAS, the Assessor Roseanne Gallagher is a member of the NYS Local and State Retirement System, and,

WHEREAS, the Assessor has provided a three-month record of activities to the Town Clerk,

NOW THEREFORE BE IT RESOLVED that the Town Board accepts the Record of Activities (ROA) for the Assessor Roseanne Gallagher, based on a 6 hour work day, be set at 5.72 days per month.

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

3. Tax Collector - Holly Huber: No report
4. Town Justice - Nik Santagate: Supervisor Peter Shrope said he received a check in the amount of \$3103.00 and that the Judge disposed of 39 cases during July
5. Code Enforcement Officer - Paul Blaine: Issued four (4) Building Permits (BPs) #15-014 thru 017 and one (1) Certificate of Compliance for BP#15-013. Had a request for a septic replacement and a new home on County Road 60.
6. Assessor - Roseanne Gallagher: No Report
7. Town Park - Supervisor Peter Shrope: Reported at meeting
Lights are being replaced, the Town owns the pole behind the Park building so that light can be removed but not replaced by National Grid. They can add two lights to the front of the building. The pole near the pavilion can have a light installed. Discussion was held on what type of light could be installed at the back of the building; a sensor motion light could be installed. Need to discuss this with an electrician.
8. Food Pantry - Barb Marshall: Report received prior to meeting: served 342 people in July

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Mo Gladd said he is taking over from Barb Marshall as representative. He said the Food Pantry was pursuing finding a new location for a building as they need a larger place. The Adirondack Park Agency said they need an acre to build a building with septic and water. They have applied for grants. They will not be able to move before the winter. He said the 15 families from Brighton received about \$150 worth of food each month. Barb Marshall sent a letter to people saying Brighton residents would be served first.

George Earle, St Regis Lake Association, said he offered his services for the restoration of the Town Hall building. When he was working with John (Quenell) he was asked to speak with Barb Marshall about her needs for a food pantry, so he stepped in to help her build a building at the Park. He said he was asked again this year to help her out. He called Peter Shrope to discuss the problem and he was asked to attend a meeting for the discussion. He said he was unable to come to the last meeting. He said he helped raise \$8000 for the building and wants to know if the Town is willing to pay the food pantry back for the building since the Town is making them move out.

Supervisor Peter Shrope said there are no receipts to show the food pantry spent any funds on the building. The April 2010 minutes show that George Earle said he raised \$4,000 for the building. The Town has spent over \$12,000 on the building which is documented.

Brian McDonnell said the Town Board did not tell the Food Pantry they had to move out of the building, the Food Pantry told the Board they needed a larger space. The Town Board discovered a year ago that it is against the Constitution for the Town to give away Town assets to other businesses. The Food Pantry needs to move but there has been no deadline set.

Supervisor Peter Shrope said the Board cannot pass a law to let the Food Pantry stay in the building. If the board passes a local law it would be to have a food pantry for town residents, then the Town could contract the service out.

George Earle thanked the Board for listening to him and said he now understands the Town's point of view and will make every effort to help relocate the Food Pantry. They will not be able to move right away. The facility will need heat for the winter. He noticed the fuel tank was removed. He asked the Board to allow the Food Pantry to stay for the winter.

Tom McKernan, resident from Gabriels, said the Board cannot agree to let the Food Pantry stay through the winter as it is illegal for the food pantry to be in a Town building in the first place. Rich Harrison, resident from Rainbow Lake, said the Board cannot go against the Constitution.

Supervisor Peter Shrope said the fuel tank being removed has to do with changing fuel companies; it has nothing to do with the food pantry using the building. He said he would like to see the paperwork for the grants and the APA application for a building from the Food Pantry so he knows they are actually moving forward to relocate.

9. Historian - Elaine Sater: Nothing to report
10. Animal Control - Tri Lakes Humane Society: No report
11. Supervisor - Peter Shrope:
 - a. Distributed Budget as of July 31, 2015, to the Board, Revenues: \$384 scrap metal, \$3,103 from Town Justice, and \$781.75 from Town Clerk. Revenue from fines and forfeiture of bail and Building Permits is going to be low for 2015 at the current rate.
 - b. NYCLASS interest received for the General Fund was \$3.60, total in account \$85,309.62 and Highway Fund is \$1.67, total in account \$40,130.41. The interest rate is up to .06%
 - c. July 29, attended the Franklin County Supervisor's meeting; they discussed a "Request for Proposal" for a solar project over a capped landfill. If Towns want to participate in receiving their energy from this project they have to sign an agreement for 25 years at \$.079 per Kwh only. The County would get the bills and rebill that Town. He reviewed the Town's electrical usage from 2014; the town only spends \$.045 per Kwh now. Franklin County Highway Department helps the Towns with paving; Superintendent of Highways Andy Crary needs to kept an accounting of the hours from the Town for Shared Services.
 - d. On September 23, there will be a Public Assistance Workshop in Malone, by Ricky Provost of the Emergency Services, if anyone is interested in attending, sent the Highway the information.

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- e. Received information dated August 3, 2015, that the Town's Final Equalization Rate is 85% for 2015, compared to 86% from 2014.

APPROVAL/AMENDMENT OF MINUTES

- Regular Board – July 9, 2015

Motion made by Brian McDonnell, second by Amber McKernan, to accept the minutes of the Regular Board Meeting of July 9, 2015, with the following changes: Page 2, Reports, Para 8c, Food Pantry: Add “from the St. Regis Lake Association” after “George Earle” and change “did not appear at” to “was not able to attend”.
Aye 4 (McDonnell, McKernan, Shrope, Tucker), Nay 0, Absent 1 (Wright)

CITIZENS COMMENTS:

Tom McKernan - Gabriels: Said the Board was being more than reasonable concerning the Food Pantry. They can't approve anything because it would be illegal; but they are not “kicking them out”.

Amber McKernan said she remembers being at a meeting with Barb Marshall and Hawley Snyder two years ago and they said then that the building was too small for them back then.

BUSINESS

1. **Camp Gabriels Property Petition - Supervisor Peter Shrope:** Created a petition addressed to Senator Betty Little and Assemblymember Janet Dupery asking their support to make the property where “Camp Gabriels” was located exempt from being a “Forever Wild” land classification. He said he understands that the interested parties have not withdrawn their application to purchase the land from Office of General Services. He will make the petition available to the public for signatures.
2. **Town Park Use Policy Review - Supervisor Peter Shrope:** Distributed a draft of the updated Town Use Policy for review and comment. Discussion was held on several changes to the policy rules for Park use since there is no longer a park attendant. Supervisor Peter Shrope will make changes to the Park Use Application form and resubmit to Board.
3. **Copier for Town Hall - Supervisor Peter Shrope:** The copier in the Town Hall needs repair, parts are no longer available for it. Met with Lockrows Office Equipment representative Jennifer Thume to discuss a new copier. Sharp has one State Contract model number MX-M264N available for \$2,407.00. A maintenance contract for the new model will be less than what is now being paid on the old copier.

RESOLUTION #58-2015

PURCHASE OF COPIER FOR TOWN HALL IN THE AMOUNT OF \$2407.00

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

WHEREAS the Kyocera copier in the Town Hall which needs repairs, cannot be repaired because parts are no longer available,

THEREFORE BE IT RESOLVED that the Town Board authorizes the purchase of a new copier from State Contract, a Sharp MX-M264N, copy/print/scan, in the amount of \$2407.00, through Lockrows Office Supply in Plattsburgh to replace the Kyocera copier in the Town Hall.

**ROLL CALL VOTE: Aye 4 (McDonnell, McKernan, Shrope, Tucker), Nay 0, Absent 1 (Wright)
Resolution #58 duly adopted.**

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4. **2016 Budget Meeting Dates - Supervisor Peter Shrope:** Reviewed the dates for the 2016 Budget review with the Bookkeeper. Dates for meetings will be Thursday, October 8, at 6 p.m. for Highway Fund, followed by the Regular Board meeting; Thursday, October 15, at 6 p.m. for General Fund, and Tuesday, October 27, 6 pm for Public Hearing on the 2016 Budget.

RESOLUTION #59

PUBLIC HEARING DATE FOR 2016 TOWN BUDGET

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

RESOLVED that the Town Board sets the Public Hearing for the 2016 Town Budget to be held on Tuesday, October 27, at 6 pm.

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

5. **Primary Election September 10, 2015 - Supervisor Peter Shrope:** A Primary Election is being held the same day as the Regular Town Board meeting on September 10 from 12 noon to 9 pm. Spoke with the Board of Elections and they said there were only 56 voters during the last primary and there should be no problem with the Town Board still having its meeting. There is no room at the Park because it is a Food Pantry day.
6. **Solarize the Tri-Lakes - Supervisor Peter Shrope:** Received another request for the Town to sign a letter to send to residents to support "Solarize the Tri-Lakes". Discussion was held on if the Town should sign a letter to send to residents. The Board did not feel they should send such a letter on Town letterhead.

COMMITTEES:

1. **Adirondack Regional Airport - Tom and Amber McKernan:** Project to move the fence is going slowly; the underground utilities maps are not correct. The hanger project is held up due to steel suppliers. The displaced threshold (repainting the runway) project will begin this week. The Café is ready to be reopened: they just need a person to run it. The Franklin County Legislatures are touring the airport this week. The shuttle to the Packbasket Diner is only available to the military pilots.
2. **Park & Recreation - Peter Shrope, Steve Tucker:**
- a. Park Signs - Amber McKernan said the "no vehicle" signs are very effective in keeping people in the parking lot, there are less cigarette butts on the ground, also
 - b. SLAYP - Steve Tucker: 201 campers signed up, had 100 to 145 attend each day. Department of Health inspected the program. Mac Rand was available every day but one. There were 12 full time staff members plus the Director and Assistant Director. There were several field trips to area businesses and swimming; some cost more this year. The school charged for the buses and a grant deadline was missed. The finances are not finalized yet. The rate will be increased next year to \$100 per child. The children will go to different businesses for field trips next year.

CITIZENS COMMENTS: None

AUDIT OF VOUCHERS

RESOLUTION #60-2015

PAYMENT OF AUDITED VOUCHERS AS LISTED ON THE ABSTRACTS

Motion made by Amber McKernan, second by Brian McDonnell,

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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 through and including #8C for 2015 General Funds in the amount of \$621.94 and STREET LIGHTING FUND in the amount of \$49.82

GENERAL FUND: Abstract #8 for Voucher #157 through and including #171 for 2015 General Funds in the amount of \$6,970.90

HIGHWAY FUND: Abstract #8 for Voucher #69 through and including #77 for 2015 Highway Funds in the amount of \$13,704.05

**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 9:50 p.m. made by Amber McKernan, Second by Steve Tucker, Aye 4 (McDonnell, McKernan, Shrope, Tucker), Nay 0, Absent 1 (Wright)

Respectfully Submitted,

Elaine W. Sater, RMC
Brighton Town Clerk