

TOWN OF BRIGHTON - FRANKLIN COUNTY, NY
REGULAR BOARD MEETING
October 8, 2015
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The Regular Meeting of the Town Board of the Town of Brighton was held Thursday, October 8, 2015, directly following a Special Meeting at 6:00 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 6:40 p.m.

ROLL CALL OF OFFICERS

PRESENT: Supervisor Peter Shrope

Council Members: Brian McDonnell, Steve Tucker, and Lydia Wright

ABSENT: Council Member Amber McKernan

OTHERS PRESENT: Paul Blaine-Code Enforcement Officer, Andy Crary-Superintendent of Highways, Roseanne Gallagher - Assessor, Elaine Sater - Town Clerk, and three residents

GUESTS: None

NOTICE OF MEETING:

Notice of this meeting was posted on the Town Clerk's Sign Board and at local post offices on October 1, 2015. Notice was published in the Adirondack Daily Enterprise on October 1.

REPORTS

1. Highway Department - Superintendent Andy Crary
 - a. Mowed the cemeteries, Town Hall and Garage lawns
 - b. Road racked the dirt roads
 - c. Put in 1½ inch lines in new culverts on the Keese Mills Road
 - d. Got water from Tupper Lake
 - e. Made a dump run
 - f. Cleared the beavers from the culvert on Tebbutt Road again
 - g. Checked the roads
 - h. Sand is all screened by Trudeau Sand & Gravel
 - i. Salt is being delivered
 - j. Helped Franklin County with bridge on Keese Mills Road
 - k. Helped Town of Tupper Lake with tarring
 - l. Got out plow equipment
 - m. Worked on sander
 - n. Will attend a meeting on Wednesday, October 14, concerning the change in the mileage on Town Roads, lost 2.6 miles according to GPS recording by Department of Transportation
 - o. Owner of Tansy Lane wants to deed the land over to the Town, will need a deed to transfer the land to the Town. According to Paul Pillis, who lives in Deer Meadow, the road is considered 1 lot of the subdivision and the interior is one lot of 6.744 acres. If the Town takes the property the owner can divide the interior lot into two lots.

Supervisor Peter Shrope contacted the Association of Towns; no public hearing is needed if the owner makes an "offer of dedication" to the Town. There would be no change in insurance costs if the Town acquires the land according to NYMIR. The property owner needs to send something official with his intentions to the Town Board.

Andy Crary said he would not want to pave the road and then dig it back up again to run utilities under the road. The owner should run the lines now while it is a dirt road if that is his intention.
2. Town Clerk- Elaine Sater: Report received prior to meeting
 - a. Total Revenue to Supervisor as of September 30, 2015 was \$879.67 from 2 Sports Licenses, 8 Certified copies, 1 Marriage Licenses (#5), 1 Donation for Park Use, 10 Dog Licenses: 7 renewed and 3 new (Tag# 163 to 165) and 5 Building Permits (#15-022 thru 026)
 - b. Town Clerk's Office will be closed on Tuesday, October 13, for training in Potsdam

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- c. TOWN HALL REQUEST: None
 - d. TOWN PARK REQUEST: None
 - e. RECORDS MANAGEMENT: Shredding Town records from 2008
 - f. HISTORIAN: Reviewing old files from 1910 to 1969 for disposition
3. Tax Collector - Holly Huber: Report submitted prior to meeting
 - a. Filled any requests for tax payment receipts and historic information.
 - b. Re-directed any school tax, property tax payoff and STAR exemption information to school, county treasurer and town assessor respectively
 - c. Completed annual audit of (2015) records
 4. Town Justice - Nik Santagate: Supervisor Peter Shrope said he received a check in the amount of \$3,297.00 and that the Judge disposed of 33 cases during September
 5. Code Enforcement Officer - Paul Blaine: Report submitted prior to meeting
 - a. Issued five (5) Building Permits (BPs) #15-022 thru 026 and four (4) Certificates of Compliance for BP#13-009 and 010, #15-20 and 22.
 - b. Received requests for permits for an upgrade to the Verizon Tower at Paul Smith's College and for solar arrays.
 6. Assessor - Roseanne Gallagher: Reported at meeting.
 - a. The Small Claims hearing for Matthews was determined in favor of the Town.
 - b. Committee met with the Assessor to discuss the Data Collection process. New cards were purchased to replace the 1989 cards that are difficult to read. Discussion was held on paying the Assessor additional compensation for four years for the additional work of data collection.

RESOLUTION #67

ASSESSOR COMPENSATION FOR DATA COLLECTION FOR 4 YEARS

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

WHEREAS, the data collection information from 2014 needs to be reviewed by the Assessor to update the property cards and the computer files, and collect data that was not completed, and
WHEREAS, the Assessor is willing to complete the data collection, started in 2014 by Briggs Appraisal, for an additional compensation for the next four years, and
WHEREAS the Town Law allows the Town to compensate the Assessor for the additional work needed to collect data in addition to the Assessor's regular salary,
NOW THEREFORE BE IT RESOLVED that the Town Board has the intention of temporarily increasing the Assessor's salary by \$2,000 for the next four years (2016 to 2019) in addition to her salary including cost of living increases (A1355.1) for data collection, updating property record cards and computer files for the whole Town, and
BE IT FURTHER RESOLVED that the Town Board authorizes the Assessor be reimbursed for mileage from her home to the Town Hall for approximately 70 miles round trip per day while doing the extra work, in addition to the mileage for data collection around the Town, and
BE IT FURTHER RESOLVED that the Town Board authorizes the Assessor to start work on data collection in 2015 to include the following:

- Review of the records for the properties that were data collected in 2014 by visiting each property
- Transfer all the data and redo the sketch on new property record cards, reconcile the computer file to the written record, take pictures if there are not pictures that are still current,
- Data collect all the properties that were not data collected in 2014, make new cards, take pictures
- Update all the information on the computer file

**ROLL CALL VOTE: Aye 4 (McDonnell, Shrope, Tucker, Wright), Nay 0, Absent 1 (McKernan)
Resolution #67 declared duly adopted.**

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7. Town Park - Supervisor Peter Shrope: Reported at meeting
 - a. The final draft of the "Application for Town Park Use" was distributed to the Board for review.
 - b. Ben Tucker will be asked to check the park after the Halloween weekend.

8. Food Pantry - Barb Marshall: Report received prior to meeting:
 - a. Served 129 families and 346 individuals during September.
 - b. She said she did not send a letter to the clients saying the Town residents would be served first as was recorded in the August minutes per Mo Gladd.
 - c. She provided a blank copy of an Adirondack Park Agency (APA) application with the report.Supervisor Peter Shrope said he asked for a copy of the completed form the Food Pantry is submitting to the APA.

9. Historian - Elaine Sater: See Town Clerk's Report

10. Animal Control - Tri Lakes Humane Society: No report

11. Supervisor - Peter Shrope:
 - a. Distributed Budget as of September 30, 2015, to the Board, Revenues: \$20,763.66 from County for Snow and Ice contract, \$49.56 donation from Food Pantry for electrical use, \$3,297 from Town Justice, and \$879.67 from Town Clerk.
 - b. NYCLASS interest received for the General Fund was \$4.22, total in account \$85,317.87 and Highway Fund is \$1.95, total in account \$40,133.27. The interest rate is .07%
 - c. Tentative Budget for 2016 was distributed and Highway Fund was reviewed. Next meeting is on October 15 to review General Fund at 6 p.m. and the Public Hearing will be Tuesday, October 27, at 6 p.m. The Fund Balance at the end of the year will be about \$36,000 in Highway and \$81,000 in General Fund.

APPROVAL/AMENDMENT OF MINUTES

- Regular Board – September 10, 2015

Motion made by Brian McDonnell, second by Supervisor Peter Shrope, to accept the minutes of the Regular Board Meeting of September 10, 2015, with the following changes: Page 3, Reports, Para 8, Food Pantry: Last Sentence Change "Mo Gladd" to "Barbara Marshall" and change "him" to "her that Mo Gladd should".

ROLL CALL VOTE: Aye 3 (Shrope, Tucker, and Wright), Nay 0, Abstain 1(McDonnell), Absent 1 (McKernan); Minutes of September 10, 2015 were duly amended.

CITIZENS COMMENTS:

Frank Appleton - Rainbow Lake: Said the Town Board is on the right track with the food pantry.

Rich Harrison - Rainbow Lake: Asked if Mo Gladd provided any more paperwork. In regards to the editorial in the paper, he commended the Town Board for the way they have acted; they have been very level headed about this whole issue.

Supervisor Peter Shrope said the Town's position is pretty clear; there is no need to respond to the editorial. The money in the budget does not all go to one place, such as for Dog Control, as was recorded in the editorial. It is not the Town's responsibility to pay for a food pantry to have a space. The Town could pass a local law to just serve the residents of the Town and use tax payers' money to provide the service.

BUSINESS

1. **Checks at NBT Bank - Supervisor Peter Shrope:** NBT bank is going to start charging municipalities

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for checks so he would like to move the payroll account to a different bank since the checks are running out. There are still checks for the General and Highway accounts so those accounts don't need to be moved yet.

RESOLUTION #68

CHANGE OF PAYROLL ACCOUNT BANK TO COMMUNITY BANK

Motion made by Lydia Wright, second by Brian McDonnell

WHEREAS the NBT bank where the Town accounts are located is going to start charging municipalities for checks, and

WHEREAS the payroll account (T&A) needs new checks,

BE IT RESOLVED that the Town Board authorizes the Supervisor to change the Town checking accounts starting with payroll (T&A) from NBT Bank to Community Bank where there is no charge for checks on municipal accounts.

**ROLL CALL VOTE: Aye 4 (McDonnell, Shrope, Tucker, Wright), Nay 0, Absent 1 (McKernan)
Resolution #68 declared duly adopted.**

2. **CSEA Contract Negotiations for 2016 - Supervisor Peter Shrope:** Met with Kyle Weaver and Glenn Perrino to discuss the CSEA contract for employees in the Highway Department. He distributed the demands of the union to the Board members. If an employee retired from the Highway Department today, they would get paid \$7,536 according to their contract. The Board needs to agree on what the counter offer will be for a meeting on October 15.

EXECUTIVE SESSION

Motion made **TO GO INTO** Executive Session at 8:13 p.m. by Lydia Wright, second by Steve Tucker, in accordance with Public Officer's Law, Article 7, Section 105, Para e, collective negotiations pursuant to Article 14 of the Civil Service Law (Taylor Law).

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

Motion made **TO GO OUT OF** Executive Session at 8:29 p.m. by Lydia Wright, second by Supervisor Peter Shrope.

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

COMMITTEES:

Adirondack Regional Airport - Tom and Amber McKernan: The Town Clerk said the Café opened at the airport on 1 October

CITIZENS COMMENTS: None

AUDIT OF VOUCHERS

RESOLUTION #69-2015

PAYMENT OF AUDITED VOUCHERS AS LISTED ON THE ABSTRACTS

Motion made by Lydia Wright, 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 #10 for Voucher #10A through and including #10C for 2015 General Funds in

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the amount of \$646.04 and STREET LIGHTING FUND in the amount of \$60.06

GENERAL FUND: Abstract #10 for Voucher #186 through and including #204 for 2015 General Funds in the amount of \$ 7,851.91

HIGHWAY FUND: Abstract #10 for Voucher #84 through and including #93 for 2015 Highway Funds in the amount of \$9,878.81

**ROLL CALL VOTE: Aye 4 (McDonnell, Shrope, Tucker, Wright), Nay 0, Absent 1 (McKernan)
Resolution #69 declared duly adopted.**

ADJOURNMENT

Motion to Adjourn the meeting at 8:31 p.m. made by Lydia Wright, Second by Supervisor Peter Shrope, Aye 4 (McDonnell, Shrope, Tucker, Wright), Nay 0, Absent 1 (McKernan)

Respectfully Submitted,

Elaine W. Sater, RMC
Brighton Town Clerk