

TOWN OF BRIGHTON - FRANKLIN COUNTY, NY
REGULAR BOARD MEETING
November 12, 2015
Page 1 of 6

The Regular Meeting of the Town Board of the Town of Brighton was held Thursday, November 12, 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 7:01 p.m.
“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: Paul Blaine-Code Enforcement Officer, Andy Crary-Superintendent of Highways,
Elaine Sater - Town Clerk, and two residents
GUESTS: None

NOTICE OF MEETING:

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

Supervisor Peter Shrope congratulated all the elected officials for being reelected to their respective offices.

REPORTS

1. Highway Department - Superintendent Andy Crary
 - a. Still messing with the beavers on Tebbutt Road
 - b. Put shoulder gravel on the Keese Mills Road where the paving was completed
 - c. Took 2013 plow truck to Plattsburgh for brake work
 - d. Hauled gravel for Harrietstown for shoulder work
 - e. Put the sanders in the 2013 and 2015 plow trucks
 - f. Put the plow and wings on the plow trucks
 - g. Painted the plow and wing on the 2013 truck
 - h. Cleaned the loader and the trucks
 - i. Cleaned the shop
 - j. Applied for CHIPS funding in the amount of \$46,200.
 - k. Attended the meeting on Wednesday, October 14, concerning the change in the mileage on Town Roads, Town has lost 2.6 miles of Town roads from a new road survey. This will not affect the CHIPS funding until 2017. McColloms and Grandma Pond Roads were affected.
2. Town Clerk- Elaine Sater: Report received prior to meeting
 - a. Total Revenue to Supervisor as of October 31, 2015 was \$881.80 from 3 Sports Licenses, 4 Dog Licenses renewed and 6 Building Permits (#15-004 and 027 thru 031)
 - b. October 13, attended Local Government Day in Potsdam, “Games of Chance” are under the NYS Gaming Commission. There are only specific organizations that can run “Games of Chance” and only certain games that can be played in New York State. Any authorized organization not using their license for “Games of Chance” for one year has to reapply to the Gaming Commission for the license.
 - c. October 22, received Explosive Magazine Certificate for Peter Henry of 57 Vosburgh Road, Rainbow Lake; Certificate expires on November 30, 2016
 - d. TOWN HALL REQUEST: None
 - e. TOWN PARK REQUEST: None
 - f. RECORDS MANAGEMENT: Shredding continues of Town records from 2008
 - g. HISTORIAN: Reviewing old files from 1910 to 1969 for disposition
3. Tax Collector - Holly Huber: Report submitted prior to meeting
Responded to, or directed, any requests for or inquiries about:

TOWN OF BRIGHTON - FRANKLIN COUNTY, NY
REGULAR BOARD MEETING
November 12, 2015
Page 2 of 6

- Payoff amounts or payment plans
 - Receipts for the most recent or past years' payments
 - Information contained on property tax records
 - Mailing address changes
 - School taxes
 - STAR Exemptions
 - "self-help" accessing of tax information on taxpayers' own or other properties
4. Town Justice - Nik Santagate: Supervisor Peter Shrope said he received a check in the amount of \$2,502.00 and that the Judge disposed of 27 cases during October
5. Code Enforcement Officer - Paul Blaine: Report submitted prior to meeting
- a. Issued six (6) Building Permits (BPs) #15-004 and 027 thru 031 and one (1) Certificate of Compliance for BP#15-029.
 - b. Received notification that a weather station was being put on the Tuckers' Farm.
 - c. Supervisor Peter Shrope said the Code Enforcement Office completed and submitted the three months tracking of hours for retirement purposes to the Town Clerk. Total hours is 101.25 for three months, 6 hours is considered a work day so the Record of Activities (ROA) for the Code Enforcement Officer is 5.63days per month.

RESOLUTION # 75-2015

RECORD OF ACTIVITIES (ROA) FOR THE CODE ENFORCEMENT OFFICER RETIREMENT

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

WHEREAS the Code Enforcement Officer Paul Blaine is a member of the NYS and Local Employees' Retirement System, and

WHEREAS a record of activities for three months is required to determine the number of days worked for retirement benefits,

NOW THEREFORE BE IT RESOLVED that the Town of Brighton Board hereby establishes the following as standard work days for appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by the Code Enforcement Officer to the clerk of this body as follows:

Paul Blaine, Code Enforcement Officer, Standard Work Day: 6 hours, Term Begins/Ends: January 1, 2014 to December 31, 2015, Days per Month: 5.63.

**ROLL CALL VOTE: Aye 4 (McDonnell, Shrope, Tucker, Wright), Nay 0, Absent 1 (McKernan)
Resolution #75 declared duly adopted.**

6. Assessor - Roseanne Gallagher: Report submitted prior to meeting
- a. Data Collection: Have been out data collecting three times since the last Board meeting. Started by reviewing the parcels that were missed previously as well as new construction. Now that the loose ends are tied up will go tax map by tax map. Have reviewed 58 parcels so far. Will try to get out once a week as long as the weather stays good. Will work on paperwork and computer work for the parcels collected through the winter.
 - b. Senior STAR Renewals: The County Real Property Tax Department printed the Senior STAR renewals for the Town. Plan to get them ready and mailed in the next week or two.
 - c. Walgreens for Picture Processing: Walgreens agreed to process the pictures she is taking for data collecting and will bill the Town. They understand the Town only pays bills once a month. They have good specials every week, she just had 76 pictures printed and it cost \$10.12. She is happy with the quality of the processing.
 - d. Sales Info: Recently received the transfer for a sale (10/6/15) on Spitfire Lake on Heron Lane. It sold for \$3,400,000; the assessment was at \$1,196,500. She went out and reviewed the property hoping that there had been new construction that was never collected; unfortunately it looked the same as the records on file. Sales like this do not help the Equalization Rate.

TOWN OF BRIGHTON - FRANKLIN COUNTY, NY
REGULAR BOARD MEETING
November 12, 2015
Page 3 of 6

7. Town Park - Supervisor Peter Shrope: Reported at meeting
The propane tank was filled with 98 gallons at \$127.47.

8. Food Pantry - Barb Marshall: Report received prior to meeting:
Served 125 families and 331 individuals during October, nothing new to report
Supervisor Peter Shrope has provided a copy of the electric bill each month to the Food Pantry so they can see how much it costs the Town for them to be in the Town building. He also sent information he saw in the local newspaper concerning a building the Catholic Church owns that might be available for the Food Pantry to use. Barbara Marshall has contacted Paul Smith's College to see if the Food Pantry can use the building. She said there are some conflicts with the sale of the Saranac Hotel and the property.
Discussion was held concerning the lack of movement from the Food Pantry on finding a new space. It is not the Town's responsibility to find them a place. It appears they plan to stay in the Town building during the upcoming winter. The Town Board has not yet set a deadline for the Food Pantry to move out of the Town building.
Clare Appleton, a resident and tax payer, said she would like the Food Pantry to move from the Town building. She does not like the Town using her tax money to provide a place for the Food Pantry to conduct their business, they should be supporting themselves. The Town cannot start a charity without the consent of the taxpayers. She does not want the Board to wait until spring before doing something. She is voicing her opposition to the Town letting the Food Pantry stay in the Town building any longer since it is illegal. She has been talking to several people and only one has said they want their tax money spent on supporting the Food Pantry. The Town Board needs to get the Food Pantry to move to a different location. She will go to the County and the State if the Town Board does not do anything about moving the Food Pantry out of the Town building. The Town could change the locks on the doors to prevent them from using the building.
Brian McDonnell said he was in favor in setting a deadline for the Food Pantry to move. They said back in the summer that they needed a larger space. There is a place for rent in the Town that the Food Pantry could use. The Town has been dragged through the mud by the Food Pantry using the media. There does not seem to be any oversight by the Church or the Department of Health over the Food Pantry.
Lydia Wright said Clare Appleton is the first person who has come forward and voiced an opinion about what the Town Board should do. The Board has been very patient with the Food Pantry but they have backed the Town Board into a corner.
Clare Appleton said if she wants to support the Food Pantry she will send them a check, she doesn't want the Town to continue using her tax money without her consent to allow the Food Pantry to continue to use a Town Building. She will bring more people to the next Board meeting who support her position. Supervisor Peter Shrope will present a Resolution to set a deadline for the non-government businesses to leave Town buildings at the next board meeting.

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

10. Animal Control - Tri Lakes Humane Society: Received notice dated November 6, 2015, that the Tri-Lakes Humane Society Shelter was inspected by the Department of Agriculture and Markets on 11/06/2015 with a "Satisfactory" rating.

11. Supervisor - Peter Shrope:
 - a. Changed the bank for payroll to Community Bank. NBT bank asked why the Town changed banks and he told them it was due to the new charge for checks
 - b. Final Budget for 2016 was approved on October 27, submitted tax cap information to the Office of the State Comptroller prior to that date.
 - c. Distributed 2015 Budget as of October 31 to the Board, Revenues: \$1,592.00 from County Mowing Contract, \$2,502 from Town Justice, and \$881.80 from Town Clerk.
 - d. NYCLASS interest received for the General Fund was \$3.11, total in account \$85,320.98 and Highway Fund is \$1.47, total in account \$40,135.69.
 - e. Worked with Andy Crary to submit the CHIPs funding request

TOWN OF BRIGHTON - FRANKLIN COUNTY, NY
REGULAR BOARD MEETING
November 12, 2015
Page 4 of 6

APPROVAL/AMENDMENT OF MINUTES

- **Special Board - October 8, 2015**
Motion made by Supervisor Peter Shrope, second by Brian McDonnell, to accept the minutes of the Special Board Meeting of October 8, 2015, as written
ROLL CALL VOTE: Aye 4 (McDonnell, Shrope, Tucker, and Wright), Nay 0, Absent 1 (McKernan); Minutes of Special Meeting October 8, 2015 were adopted.

- **Regular Board – October 8, 2015**
Motion made by Brian McDonnell, second by Lydia Wright, to accept the minutes of the Regular Board Meeting of October 8, 2015, as written.
ROLL CALL VOTE: Aye 4 (McDonnell, Shrope, Tucker, and Wright), Nay 0, Absent 1 (McKernan); Minutes of Regular Meeting October 8, 2015 were adopted.

- **Special Board - October 15, 2015**
Motion made by Lydia Wright, second by Brian McDonnell, to accept the minutes of the Special Board Meeting of October 15, 2015, as written
ROLL CALL VOTE: Aye 4 (McDonnell, Shrope, Tucker, and Wright), Nay 0, Absent 1 (McKernan); Minutes of Special Meeting October 15, 2015 were adopted.

- **Special Board - Public Hearing Budget 2016- October 27, 2015**
Motion made by Supervisor Peter Shrope, second by Steve Tucker, to accept the minutes of the Special Board - Public Hearing Budget 2016 - Meeting of October 15, 2015, as written
ROLL CALL VOTE: Aye 3 (McDonnell, Shrope, and Tucker), Nay 0, Abstain 1 (Wright), Absent 1 (McKernan); Minutes of Special-Public Hearing Budget 2016-Meeting October 27, 2015 were adopted.

CITIZENS COMMENTS:

Frank Appleton - Rainbow Lake: Asked how many people came to the Budget Hearing

The Town Board said three residents attended the Public Hearing. The Town stayed under the “tax cap”. The Town is in very solid financial shape.

Clare Appleton - Rainbow Lake: Asked about the fire truck on County Road 60

Supervisor Peter Shrope said the Town has a derelict building law and had the old trailer removed from the property, but the fire truck doesn't qualify as a building. If the property goes to auction for non payment of taxes then the new property owner can dispose of it.

BUSINESS

1. **Reforming Energy Vision - Supervisor Peter Shrope:** Received information from the Department of Public Service (DPS) concerning public hearings on DPS programs and initiatives. The closest meeting is in Syracuse on November 18.

2. **NYMIR Renewal - Supervisor Peter Shrope:** Received information on the Town's Liability Insurance policy for the next year. The budgeted amount was put at 5%, but actually only increased by 4.5%. Property values are increased by 3% each year for insurance purposes.

RESOLUTION # 76-2015

NYMIR RENEWAL FOR LIABILITY INSURANCE

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

TOWN OF BRIGHTON - FRANKLIN COUNTY, NY
REGULAR BOARD MEETING
November 12, 2015
Page 5 of 6

RESOLVED that the Town of Brighton Board accepts the New York Municipal Insurance Reciprocal (NYMIR) proposal for Liability Insurance in the amount of \$11,294.73 for subscriber fees for 2016.

**ROLL CALL VOTE: Aye 4 (McDonnell, Shrope, Tucker, Wright), Nay 0, Absent 1 (McKernan)
Resolution #76 declared duly adopted.**

3. **Budget Amendments for General and Highway Funds - Supervisor Peter Shrope:** Amendments needed to clean up negative balances for end of year.

GENERAL FUND BUDGET AMENDMENT #1-2015
Motion made by Supervisor Peter Shrope, Second by Lydia Wright,

RESOLVED that the following amounts are hereby transferred
\$ 2,999.00 from Account No. A1990.4 (Contingency)

As follows:

- \$ 500.00 to Account No. A1355.4 Assessor CE
- \$ 2,330.00 to Account No. A1620.2 Building Equipment (New Copier)
- \$ 169.00 to Account No. A1910.4 Unallocated Insurance

**ROLL CALL VOTE: Aye 4 (McDonnell, Shrope, Tucker, Wright), Nay 0, Absent 1 (McKernan)
General Budget Amendment #1 duly adopted**

HIGHWAY FUND BUDGET AMENDMENT #1-2015
Motion made by Supervisor Peter Shrope, Second by Lydia Wright

RESOLVED that the following amounts are hereby appropriated
\$ 16,962.00 from Account No. DA3501 CHIPS Revenue

As follows:

- \$ 7,500.00 to Account No. DA5110.4 General Repairs CE
- \$ 6,532.00 to Account No. DA5112.2 Improvements Capital
- \$ 2,569.00 to Account No. DA5130.2 Machinery Capital
- \$ 361.00 to Account No. DA9040.8 Worker's Comp

**ROLL CALL VOTE: Aye 4 (McDonnell, Shrope, Tucker, Wright), Nay 0, Absent 1 (McKernan)
Highway Budget Amendment #1 duly adopted**

4. **Saranac Lake Area Youth Program (SLAYP) - Supervisor Peter Shrope:** Received a copy of the SLAYP Report for 2015. Distributed to Board for review and comment.
5. **CSEA Contract Negotiations for 2016 - Supervisor Peter Shrope:** Met with Kyle Weaver, Brian McDonnell, and the shop steward. Settled with a generous 2% pay increase, other items were not acceptable. Found a leave policy on the Town's website; it is not in line with what the CSEA contract allows for vacation time. The start date for vacation accrual is not in agreement with the current practice. The policy and/or the CSEA contract may need to be revised; need to do more research on this issue.
6. **Tansy Lane - Supervisor Peter Shrope:** The survey map filed for the Adirondack Park Agency permit is good enough for transfer of the property for a road. Still need a written proposal from the land owner before any further action can be taken.

COMMITTEES:

1. **Adirondack Regional Airport - Tom and Amber McKernan:** Supervisor Peter Shrope reported for Amber McKernan that the east ramp hanger construction has begun.

TOWN OF BRIGHTON - FRANKLIN COUNTY, NY
REGULAR BOARD MEETING
November 12, 2015
Page 6 of 6

2. **Assessment - Brian McDonnell, Lydia Wright:** A new Board of Assessment Review member is needed, they are searching for someone

CITIZENS COMMENTS: None

AUDIT OF VOUCHERS

RESOLUTION #77-2015

PAYMENT OF AUDITED VOUCHERS AS LISTED ON THE ABSTRACTS

Motion made by Lydia Wright, second by Steve Tucker,

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

PREPAID FUNDS: Abstract #11 for Voucher #11A through and including #11C for 2015 General Funds in the amount of \$610.76 and STREET LIGHTING FUND in the amount of \$57.16

GENERAL FUND: Abstract #11 for Voucher #205 through and including #224 for 2015 General Funds in the amount of \$ 7,956.11

HIGHWAY FUND: Abstract #11 for Voucher #94 through and including #104 for 2015 Highway Funds in the amount of \$22,687.19

**ROLL CALL VOTE: Aye 4 (McDonnell, Shrope, Tucker, Wright), Nay 0, Absent 1 (McKernan)
Resolution #77 declared duly adopted.**

ADJOURNMENT

Motion to Adjourn the meeting at 8:40 p.m. made by Brian McDonnell, 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