

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

**April 11, 2019**

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The Regular Meeting for the Town Board of the Town of Brighton, Franklin County, NY, was held Thursday, April 11, 2019, at 7:00pm at the Brighton Town Hall, 12 County Road 30, Paul Smiths, NY, with the following:

**CALL TO ORDER:**

Meeting was Called to Order by Supervisor Peter Shrope at 7:01pm

**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, and Elaine Sater-Town Clerk

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. Plowing and sanding of roads
  - b. Used Loader to push drainage holes in snow banks due to the rain
  - c. Made a dump run
  - d. Got the 2013 truck back from Plattsburgh, put plow and wing back on
  - e. Cleaned shop
  - f. Checked roads
  - g. Attended a seminar by Adk Action on ice/snow removal at the Town of Harrietstown
  - h. Purchased signs for posting weight limits on roads until April 30
  - i. Need a new cemetery mower, deck is bad on 2005 mower, to replace deck is \$600
  - j. Sign in Mt View Cemetery fell over during the winter, needs to be replaced, sign at McColloms Cemetery could use sprucing up.

**RESOLUTION #20-2019**

**PURCHASE OF NEW RIDING LAWNMOWER FOR CEMETERY**

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

RESOLVED that the Superintendent of Highways be authorized to purchase a riding lawn mower, 42 inch, from Taylor Supply and Rental in Saranac Lake on State contract for an amount not to exceed \$1,500 to replace the 2005 John Deere LT160 for use in the cemeteries and at the Town Hall

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

**Resolution #20 declared duly adopted.**

**RESOLUTION #21-2019**

**SALE OF 2005 JD LT160 RIDING LAWNMOWER**

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

RESOLVED that the Superintendent of Highways be authorized to sell, to the highest bidder, a riding lawn mower, 2005 John Deere LT160, 42 inch, as is; the starting bid to be \$300.00.

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

**Resolution #21 declared duly adopted.**

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**RESOLUTION #22-2019**

**SIGNS FOR TOWN CEMETERIES**

Motion made by Supervisor Peter Shrope, second by Steve Tucker

RESOLVED that the Superintendent of Highways be authorized to look into purchasing a new sign for the Mt. View Cemetery that is one sided, wood, routed with design and has color inlay, and the established date be added with the name and

BE IT FURTHER RESOLVED that the sign at McColloms Cemetery be refinished.

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

**Resolution #22 declared duly adopted.**

2. **Town Clerk - Elaine Sater:** Report provided prior to meeting
  - a. Total Revenue to Supervisor as of March 31, 2019 was \$ 2,057.87 from 2 Building Permits (#19-003 and 004)
  - b. Received two Agreements for Shared Highway Services from Town of Bombay and Town of Harriestown.
  - c. Received notice that the Board of Assessment Review (BAR) Training will be on May 15 from 1 to 4 pm at the Franklin County Court House. Peter McConville was notified he has to attend. The BAR will meet on Thursday, June 6, from 5 to 9 pm. Kathy Snyder, Deputy Town Clerk, has agreed to be the Secretary.
  - d. Received notice that the Department of Health (DOH) will be starting to use the Electronic Death Registration System (EDRS) on April 18 for this area. Death Certificates will be process on-line after this date. Training was completed on April 9.
  - e. Submitted voucher for NYS Town Clerk's Association Conference in Syracuse, May 5 to 8.
  - f. TOWN HALL REQUESTS: Rainbow Lake Water Protection District, Wednesday March 20 from 1 to 3pm.
  - g. TOWN PARK REQUEST: Will only take reservations for the pavilion not the fields
  - h. RECORDS MANAGEMENT: Indexing Vol 6 of Minutes covering 1968 thru 1970, almost finished with 1970
  
3. **Historian - Elaine Sater:** Report provided prior to meeting  
From the minutes of 1970:
  - a. Feb 19 - Meeting was changed to third Thursday as people were attending the Association of Towns meeting. Discussed Street Lighting - Niagara Mohawk conducting a survey. Discussed purchasing one adding machine for the Justice and Highway Superintendent to share
  - b. March 12 - Town joined Franklin County Supervisor's Association and paid dues; Association was formed to give the Supervisors a way to communicate with the newly formed Legislature District Representatives. The Food Stamp program will be going into effect, the Service Officer position will probably be eliminated. Back door and stairs of Town Hall needed attention. A pier under the Town Hall was tipping, repairs were delayed until spring. Justice LaMay thought more funds should be allocated to Town Hall repairs. Council Member Mr. Perrino questioned getting the names of two men killed in Vietnam engraved on the stone in front of the Town Hall. Supervisor was looking into it.
  
4. **Tax Collector - Holly Huber:** Report received prior to meeting
  - a. Monies received after 2/28/19 but on or before 4/1/19 totaled \$254,060.10, comprised of \$253,127.73 in taxes, \$932.05 in penalties, and \$.32 in bank interest. March penalty monies and February and March bank interest was paid to Supervisor Shrope on 4/11/19.
  - b. Issued checks #1011, 1013, and 1025 in the amount of \$86,848.39 to Franklin County Treasurer and checks #1012 and 1026 to Supervisor Town of Brighton in the amount of \$1,728.94, and check #1021 to a tax payer to replace a lost check (#1007) in the amount of \$3.17. Checks #1014 to 1020 were lost and Checks #1022 to 1024 were voided.
  
5. **Justice - Nik Santagate:** Report provided prior to meeting  
Supervisor received a check in the amount of \$3,026.00 for 35 disposed cases from March

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- 6. Code Enforcement Officer - Paul Blaine:** Report provided prior to meeting
  - a. Two (2) building permits (BP #19-003 and 004) were issued during March
  - b. Brighton Market should be completed later this month
  - c. Attended required 24 hours of training, attended a Homeland Security Emergency Preparedness training
  
- 7. Assessor - Roseanne Gallagher:** Report provided prior to meeting
  - a. The enhanced STAR program is reducing the income limits for senior income for the next tax year. The State wants to issue credit instead of reducing assessments for school taxes
  - b. Received notice that the Town's equalization rate will be near 70% for 2019. To increase this rate the Town needs a reevaluation after all the data has been collected and updated on the assessment rolls. The last reevaluation was in 2006.
  - c. Data Collection is much more work than previously anticipated. The previous assessment cards are not annotated well enough to determine what was collected and valued and what was not so every property has to be looked at and the cards updated.

***EXECUTIVE SESSION***

Motion made by Supervisor Peter Shrope to GO INTO EXECUTIVE SESSION at 7:45pm, second by Lydia Wright, in accordance with Public Officers Law, Article 7, para f, to discuss the financial history of a particular person. Roll Call Vote: Aye 4 (McDonnell, Shrope, Tucker, Wright), Nay 0, Absent 1 (McKernan)

Motion made by Supervisor Peter Shrope to GO OUT OF EXECUTIVE SESSION at 8:10pm, second by Lydia Wright, Roll Call Vote: Aye 4 (McDonnell, Shrope, Tucker, Wright), Nay 0, Absent 1 (McKernan)

**RESOLUTION #23-2019**

**INCREASE IN COMPENSATION TO ASSESSOR FOR DATA COLLECTION**

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

WHEREAS, the Assessor has been looking at historical reports and has determined that the property assessment records are in worse condition than was known in 2015 when the Assessor was hired and agreed to complete the data collection that was started by a contractor but was never finished, and

WHEREAS the workload is far above what the Assessor expected for the additional monies (\$2,000 per year for four years) that the Town agreed to pay for data collection which is above and beyond the Assessor's normal duties, and

WHEREAS, the Assessor is asking for additional compensation to complete the data collection and update the Town's property records by the end of the year 2020,

THEREFORE BE IT RESOLVED that the Town Board agrees to increase the compensation paid to the Assessor up to \$32,000 over two years (2019 and 2020) to complete the data collection project to make the Town whole in preparation for the Town to be ready to start a revaluation of all property by 2021. Details of the payment schedule will be determined at a later date.

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

**Resolution #23 declared duly adopted.**

- 8. Animal Control - Tri-Lakes Humane Society:** Nothing to report

- 9. Supervisor - Peter Shrope:**

- a. Budget Report: Report as of March 31, 2019, was provided to Board members
- b. Revenues: \$3,026.00 from Town Justice, \$2,057.87 from Town Clerk, and \$1,330.65 penalties from Tax Collector
- c. NYCLASS Investments: Interest for March was \$211.27 for General, Total Amount \$108,913.65 (\$20,000 for Town Hall), and \$80.52 for Highway, Total Amount \$41,506.99.

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***MINUTES AMENDMENT/ACCEPTANCE***

**- Minutes of Regular Board Meeting March 14, 2019**

Motion made by Lydia Wright, second by Steve Tucker, to accept the minutes of the March 14, 2019, Regular Board meeting as written, with a typographical error on page 2, Reports, Para 7, Assessor, "DFT" to "DTF" corrected.

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

***CITIZEN COMMENTS: None***

***BUSINESS***

- 1. Sexual Harassment Training - Supervisor Peter Shrope:** Will attend the 3 hour "Train the Trainer" training in Altona on May 1.
- 2. Contract for Saranac Lake Civic Center - Supervisor Peter Shrope:** Received a contract for 2019 from the Saranac Lake Civic Center.

**RESOLUTION #24-2019**

**CONTRACT FOR 2019 WITH SARANAC LAKE CIVIC CENTER**

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

RESOLVED that the Town Board approves a contract with the Saranac Lake Civic Center for various sporting activities for Brighton residents during 2019, and

BE IT FURTHER RESOLVED that the Supervisor be authorized to pay the Saranac Lake Civic Center the amount of \$1,000 for services during 2019.

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

**Resolution #24-2019 declared duly adopted.**

- 3. Aquatic Invasive Species Policy - Supervisor Peter Shrope:** Provided the Town Board with a draft policy for review.
- 4. Adirondack Watershed Institute (AWI) - Supervisor Peter Shrope:** Contracting with the Adirondack Watershed Institute (AWI) was discussed to provide the education, detection and control of invasive aquatic species from entering the Town's waterways. Town has received requests from Osgood Pond Shore Owners Association and Rainbow Lake Shore Owners Association for support in controlling invasive aquatic species from their respective bodies of water.

**RESOLUTION #25-2019**

**CONTRACT WITH ADIRONDACK WATERSHED INSTITUTE (AWI)**

Motion made by Brian McDonnell, second by Steve Tucker,

WHEREAS, the Town's main goal is to support efforts in education, detection and control of invasive aquatic species for the Town's waters, and

WHEREAS, two shore owners associations have approached the Town Board to request support in their efforts to provide for Lake Stewards stationed at boat launches with access to the waters of Osgood Pond and Rainbow Lake to provide education and monitoring of boats for invasive aquatic species before entering these waters, and

WHEREAS, the Town Board recognizes that there are several bodies of water in the Town where Lake Stewards are presently stationed and the Town Board is interested in enhancing and expanding the efforts of the shore owners associations to provide for Lake Stewards and expanding some coverage to other bodies of water in the Town, and

WHEREAS, the Adirondack Watershed Institute of Paul Smith's College has the means to provide education, detection, and control of invasive aquatic species and will hire and train Lake Stewards for this purpose,

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NOW THEREFORE BE IT RESOLVED that the Town Board agrees to contract with the Adirondack Watershed Institute (AWI) of Paul Smiths College to support AWI's efforts to provide education, detection, and control of invasive aquatic species for the Town's waters and provide for Lake Stewards to be stationed at boat launches with access to the Town's waters in an amount Not to Exceed \$7,000 for 2019.

**ROLL CALL VOTE: Aye 3 (McDonnell, Shrope, Tucker), Nay 0, Abstain 1 (Wright), Absent 1 (McKernan)  
Resolution #25-2019 declared duly adopted.**

**COMMITTEES:** Nothing to report

**CITIZEN COMMENTS:** None

**EXECUTIVE SESSION**

Motion to GO INTO EXECUTIVE SESSION for three (3) matters made by Supervisor Peter Shrope at 9:10pm, second by Brian McDonnell, in accordance with Public Officers Law, Article 7, 1) Para a, matter which will imperil public safety, 2) Para f, employment history of a particular person, and 3) Para h, acquisition of real property when publicity would substantially affect the value.

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

Motion to GO OUT FO EXECUTIVE SESSION at 9:20pm made by Supervisor Peter Shrope, second by Lydia Wright. ROLL CALL VOTE: Aye 4 (McDonnell, Shrope, Tucker, Wright), Nay 0, Absent 1 (McKernan)

**AUDIT OF VOUCHERS:**

**RESOLUTION #26-2019**

**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:

PREPAID FUNDS: Abstract #4 for Voucher #4A thru 4C for 2019 General Funds in the amount of \$487.21 and Voucher #4C for STREET LIGHTING 2019 FUND in the amount of \$63.74

GENERAL FUND: Abstract #4 for Voucher #60 through and including #77 for 2019 funds in the amount of \$5,217.36

HIGHWAY FUND: Abstract #4 for Voucher #41 through and including #46 for 2019 funds in the amount of \$4,646.77

**ROLL CALL VOTE: Aye 4 (McDonnell, Shrope, Tucker, Wright), Nay 0, Absent 1 (McKernan)  
Resolution #26 declared duly adopted.**

**ADJOURNMENT**

Motion to Adjourn at 9:22pm 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