

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

June 11, 2009

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The Regular Monthly Meeting of the Town Board of the Town of Brighton was held Thursday, June 11, 2009 at 7:00 p.m. at the Brighton Town Hall, Paul Smiths, NY, with the following:

CALL TO ORDER:

Meeting was Called to Order by Supervisor David Knapp at 7:00 p.m.

The "Pledge of Allegiance" to the flag was recited.

ROLL CALL OF OFFICERS

PRESENT: Supervisor David Knapp, Council Members: Sheila Delarm, Steve Tucker and Lydia Wright; Jeffrey Leavitt entered meeting at 7:10 p.m.

ABSENT: None

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

RESIDENTS: Two residents were present

GUEST: Brad Harte- NYS Deferred Compensation Program

APPROVAL OF MINUTES

- Regular Board May 14, 2009

Motion made by Supervisor David Knapp, **second** by Steve Tucker, **to approve the minutes of the Regular Town Board meeting held on May 14, 2009, with the following addition: Page 6, Old Business, Para 1 Fire Advisory Board, First sentence: Add "with Sheila Delarm and Jeffrey Leavitt on April 29, 2009," after "Santa Clara", Aye 4 (Delarm, Knapp, Tucker, Wright), Nay 0, Absent 1 (Leavitt)**

- Public Hearing for Proposed Local Law #3 for the Year 2009 (Litter), May 28, 2009

Motion made by Supervisor David Knapp, **second** by Lydia Wright, **to approve the minutes of the Public Hearing on the Proposed Local Law #3 for the Year 2009 to amend Litter Law #3 for the Year 2001, held on May 28, 2009, as written; Aye 2 (Knapp, Tucker), Nay 0, Abstain 2 (Delarm, Wright), Absent 1 (Leavitt)**

- Special Board May 28, 2009

Motion made by Supervisor David Knapp, **second** by Steve Tucker, **to approve the minutes of a Special Town Board meeting held on May 28, 2009, as written; Aye 2 (Knapp, Tucker), Nay 0, Abstain 2 (Delarm, Wright), Absent 1 (Leavitt)**

- Special Board June 4, 2009

Motion made by Supervisor David Knapp, **second** by Sheila Delarm, **to approve the minutes of a Special Town Board meeting held on June 4, 2009, as written; Aye 3 (Delarm, Knapp, Tucker), Nay 0, Abstain 1 (Wright), Absent 1 (Leavitt)**

CITIZENS/GROUP COMMENTS

Brad Harte - NYS Deferred Compensation Program: Spoke about a program for deferred compensation which is available to all Town employees. This program is a supplement to the NYS Retirement System. An employee does not have to be in the NYS Retirement System to join. There is no age restriction for removing funds from this account until one turns 70 ½ years old; then the owner has to take funds out. The maximum per year to contribute is \$16,500, the minimum is 1% of income or \$10.00. This is a tax deferred program. He can help people sign up for the program but this is a self directed plan. There is no limit to number of participants. There is no cost to the Town, it is by payroll contribution. NYS is the 3rd party administrator not the Town. There is a \$20 participant fee per employee per year. To activate this program the Town has to pass a resolution to allow the employees to sign up for payroll contributions.

Jeffrey Leavitt entered the meeting at 7:10 p.m.

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TOWN CLERK'S REPORT

Total Revenue to Supervisor as of May 31, 2009, was \$ 496.28

- 1 Certified Copy
- 5 Dog Licenses Renewed
- 5 Building Permits (#09-07, and 09 to 12)
- 8 Copies

1. TOWN HALL REQUESTS: Brighton Conspiracy Coop, June 6, 8:30 to 4 p.m.
2. TOWN PARK REQUESTS: Spencer Family, May 23; Ralston Family, June 2; Miller Family, June 13, 1-4p.m., Fletcher Family, June 27, 12-3 p.m., Addicts Helping Addicts, August 16 from 12 noon to 8 p.m.
3. RECORDS MANAGEMENT: Request for Proposal is being drafted for a records storage area in the Town Garage

SUPERVISOR FINANCIAL REPORT/CORRESPONDENCE

1. **FINANCIAL REPORT:** Distributed Budget and CLASS reports as of May 31, 2009 to the Board
 - a. **CLASS interest** is \$53.61 for General and \$45.05 for Highway, Total CLASS balances are \$234,512.07 for General and \$194,625.33 for Highway
 - b. **Budget Amendment #4-2009 General Fund**

GENERAL FUND BUDGET AMENDMENT #4-2009

Motion made by Supervisor David Knapp, second by Lydia Wright, To Wit:

RESOLVED that the following amount be and the same hereby are transferred:

\$4,158.00 from Account No. A1990 Contingent

as follows:

\$1,000.00 to Account A1410.4 Town Clerk (to cover training costs)

\$3,158.00 to Account A6461.4 Grants (for Smart Growth Initiative)

ROLL CALL VOTE: Aye 5 (Delarm, Knapp, Leavitt, Tucker, Wright), Nay 0

GENERAL FUND BUDGET AMENDMENT #4-2009 declared duly adopted.

2. CORRESPONDENCE:

- a. **NY State Assembly, Assembly Member Janet Duprey**, letter dated May 7, 2009, RE: CHIPS funding for 2009. There is \$34,327 available to the Town for capital repairs of town roads for 2009.
- b. **US Department of Justice, Deborah Schult, PhD, Warden**, letter dated May 18, RE: Corrections Workers' Week Celebration; the week of June 8-12 is set aside to celebrate their profession. They hold a memorial service for deceased workers who have lost their lives in the line of duty. Essex County District Attorney Julie Garcia is the keynote spoke at Ray Brook Correctional Facility on June 9.
- c. **Camp Gabriels Correctional Facility, Mike Facticeau, Sector Chief**, letter dated May 27, 2009, RE: Relocation of facility monument to Town property. Peter Martin spoke to David Knapp about moving the memorial stone to the park; Peter Martin will contact Ron Keough (who owns a headstone business) to get advice on how to move the stone from Camp Gabriels. There is currently a memorial stone at the park and this stone could go next to it.

RESOLUTION #61

RELOCATION OF CAMP GABRIELS FACILITY MONUMENT

Motion made by Supervisor David Knapp, second by Steve Tucker, To Wit:

WHEREAS, a letter dated May 27, 2009 was received from Mike Facticeau, Sector Chief, Camp Gabriels Correctional Facility, to request that the Town allow the former employees of Camp Gabriels to relocate a "facility monument" to Town property since Camp Gabriels is closing on July 1, 2009, and

WHEREAS, the Town Park has room for another monument adjacent to the existing monument,

NOW THEREFORE BE IT RESOLVED that the Town Board authorizes Camp Gabriels Sector Chief Mike Facticeau to relocate the facility monument to a mutually agreeable location, and

BE IT FURTHER RESOLVED that the monument be maintained by the current owners, Camp Gabriels former employees.

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ROLL CALL VOTE: Aye 5 (Delarm, Knapp, Leavitt, Tucker, Wright), Nay 0

RESOLUTION #61 declared duly adopted.

- d. **US Department of Justice, Deborah Schult, PhD, Warden**, letter dated June 5, 2009, RE: Adirondack Community Advisory Board, next meeting is June 18 at 12 noon at the Federal Correctional Institution in Ray Brook, for anyone who would like to attend.
- e. **Adirondack Park Regional Assessment Project, June 2009**, RE: Distributed Report, available for review at the Town Hall. Adirondack Association of Towns and Villages has copies of the report, also.
- f. **Town of Franklin, Mary Ellen Keith, Supervisor**, dated May 29, 2009, RE: Request for Lead Agency for type 1 action under SEQR, Town of Franklin has introduced legislation to regulate subdivisions of five or more lots. Any information that should be considered before determining the significance of this legislative action, must be provided to the Supervisor within 30 days of the date of the letter. Failure to respond within the deadline will assume consent to this determination.

DEPARTMENT REPORTS

1. **HIGHWAY - Andy Crary, Superintendent of Highways:** Report received prior to meeting

a. **Report:**

- i. Mowed and weed wacked both cemeteries
- ii. Purchased leaf blower for cleaning cemetery stones after mowing
- iii. Got ahold of State DOT to put up "Town of Brighton" sign on State Route 86, will be installed next week
- iv. Put tar aprons on trucks
- v. Hauled tar for St Armand and Santa Clara
- vi. Took park mower to Sturdy's, should be ready this week
- vii. Picked up water from Day's Wholesale for Town Garage and Town Hall
- viii. Ran LT9000 to RT 11 to fix air gate
- ix. Got materials and replaced back porch steps on Town Hall
- x. Received new wood chipper
- xi. Had Rabies Clinic at garage on June 8
- xii. Put up speed limit signs on Keese Mills Road (35 mph)
- xiii. Cleaned out culverts from beavers on Slush Pond Road
- xiv. Raked dirt roads
- xv. McColloms road is passable but needs fill to cover roots and mud holes

b. **Stairs at Town Hall:** Supervisor Knapp said a number of people commented positively on the new stairs

c. **Hobart Road:** Gorman's is taking core samples to determine the calcium mix and depth of blacktop before grinding.

d. **Fire Department Parking Lot:** There are not any grindings available right now for putting at the Fire House, they could check with the Airport or the Town of Harriestown

e. **White Pine Bridge:** The Highway Committee, Superintendent of Highways Andy Crary, Franklin County Legislature Gordy Crossman, County Superintendent of Highways Gary Lewis, Attorney for the Town Scott Goldie and Council from the County Jonathon Miller met on Tuesday, June 9, to discuss the bridge. The Attorney for the Town is drafting a resolution to the County Legislature to request they contact the State and Federal Governments to provide funding to get the bridge repaired. This is to be a cooperative effort by the Town and County as the ownership of the bridge has not been resolved. The County will not claim ownership until it is repaired. Local businesses using the bridge should sent letters of support to the Town.

f. **Electrical Problem in Garage:** Inspection has not been completed by The Inspector, LLC.

g. **"Stand By" Compensation:** The Highway Committee met with the Highway Employees on June 9 to discuss "Stand By" compensation. Employees want compensation for four hours, as well as the hours worked to check the roads. The employees said the "Stand By" pay was added to the 2008 CSEA contract, the Board never received or approved a contract for 2008. On April 10, 2008, the board met to discuss the contract and agreed to "compensation for the greater of 4 hours stand by time or time worked on the weeks end from 11/15 to 4/1

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with a 20 to 30 minute response time.” Discussion was held on the poor service the CSEA representative has provided to the Highway Employees. The wording of the 2009 contract was provided by the CSEA representative and is not clear. The Town could pay for only 4 hours for Saturday or Sunday no matter how long the employee works based on the wording of the contract. The Town has compensated the employees at time and a half for 4 hours or more depending on the time worked because this is over their 40 hours per week. Options need to be looked at for next year. The Town cannot go back to 2008 to change something there is no contract to cover.

- h. **Red Cross Shelter:** The Garage has been designated as a emergency shelter but it does not have a generator. It should be removed from being an emergency shelter since there is no room for people with the trucks in the building.

2. TOWN JUSTICE- Nik Santagate: Report submitted prior to the meeting

- a. Disposed of 72 cases and distributed \$5,725 to the Supervisor
- b. Attended court training in May in Saranac Lake
- c. Sponsored a Service Education, Inc. (SEI) Computer User Group at the Town Hall on June 5, seven people attended the training
- d. The laptop computer needs to be networked to the desk top computer for court use

RESOLUTION #62

NETWORK FOR COURT COMPUTER

Motion made by Supervisor David Knapp, **Second** by Jeffrey Leavitt, **To Wit:**

WHEREAS, the Town Justice has a lap top computer for use during Court, and

WHEREAS, there is only one program for the Court System on a desk top computer and it is not available to be used on the laptop unless networked, and

WHEREAS, the cost to purchase a second court program would be \$2,000,

NOW THEREFORE BE IT RESOLVED that the Town Justice be authorized to contact Jim Minnie of On Site Computing in Saranac Lake to set up a network between the desk top computer and the lap top for court use.

ROLL CALL VOTE: Aye 5 (Delarm, Knapp, Leavitt, Tucker, Wright), Nay 0

RESOLUTION #62 declared duly adopted.

3. ASSESSOR - Doug Tichenor: No report received prior to the meeting

- a. BAR met on Thursday, June 4 and Tuesday June 9 for Grievance Day, they reduced one property. Robert E. Byno, Sr. was able to attend as he had to reschedule his medical appointment.
- b. The Tentative Equalization Rate is 84% for 2009

4. ANIMAL CONTROL OFFICER (Tri-Lakes Humane Society): No report received

5. CODE ENFORCEMENT OFFICER (CEO) - Paul Blaine: Report received prior to meeting

- a. Issued four building permits #09-009 to 012, issued three Certifications of Compliance for Bldg Permits #08-012, 028 and #09-004 and two Certifications of Occupancy for #06-16 and #07-004.
- b. Proposed Local Law #3 for the year 2009, “Litter Law”, was distributed in final form to the Board on May 31

LOCAL LAW #3 for the Year 2009

Motion made by Supervisor David Knapp, **second** by Lydia Wright, **to enact Local Law #3 for the Year 2009, entitled “Prohibition of Clutter, Litter, and Debris in the Town of Brighton, Franklin County, New York” as follows:**

Section 1. Title

A local law entitled “Prohibition of Clutter, Litter and Debris in the Town of Brighton, Franklin County, New York.”

Section 2. Definitions

The words used in this local law shall be defined as follows:

Clutter, Litter and Debris: Ordinary household or store trash such as paper, barrels, cartons, boxes, crates, furniture, rugs, clothing, rags, mattresses, blankets, tires, lumber, brick, stone and other building materials no longer intended or in condition for ordinary use, and any and all tangible personal property no longer intended or in condition for ordinary and customary use, including junk vehicles, boats, appliances, and mobile homes.

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Junk Appliance: Any stove, washing machine, dryer, freezer, refrigerator or other household device or equipment abandoned, junked, discarded, or wholly or partially dismantled.

Junk Mobile Home: Any enclosed dwelling built upon a chassis, motor vehicle, or trailer used or designed to be used for either permanent or temporary living and/or sleeping purposes including motor homes, truck campers, camping trailers, campers, travel trailers, pop-up trailers, tent trailers and over-night trailers, which is no longer suitable for human habitation.

Junk Motor Boat: Any boat, originally intended for motorized operation, which meets all of the following conditions: 1) it is unregistered; 2) it is either abandoned, wrecked, stored, discarded, dismantled, or partly dismantled; 3) it is not in condition for legal use upon public waterways.

Junk Vehicle: Any motor vehicle, whether automobile, bus, trailer, truck, tractor, motor home, motorcycle, mini-bicycle, all terrain vehicles or snowmobile, or any other device originally intended for travel on the public highways, which meets all of the following conditions: 1) it is unregistered; 2) it is either abandoned, wrecked, stored, discarded, dismantled, or partly dismantled; 3) it is not in any condition for legal use upon the public highway. With respect to any motor vehicle not required to be licensed or motor vehicle not usually used on public highways, the fact that such motor vehicle has remained unused for more than one year and is not in condition to be removed under its own power shall be presumptive evidence that such motor vehicle is a junk vehicle.

Yard: Any open space located on the same lot with a building.

Yard, Front: The space within and extending the full width of the lot from the road line to all portions of a building which face such road line. If a lot adjoins two or more roads, it shall be deemed to have a front yard respectively on each.

Yard, Rear: The space within and extending the full width of the lot from the rear lot line to that part of the building or structure which is nearest to such rear lot line.

Yard, Side: The space within and extending the full distance from the front yard to the rear yard and from the side lot line to all portions of a building which face such side lot line.

Section 3. Clutter, Litter and Debris Prohibited

In order to preserve and promote reasonable quality of environment and aesthetics and to prohibit actions and conduct which offend the sensibilities and tend to debase the community and reduce real estate values, the deposit, accumulation, or maintenance of clutter, litter or debris regardless of quantity in any of the following areas is hereby prohibited: a) in the front or side yards of lots improved with a building, or b) anywhere within sight of persons lawfully traveling the public highways and streets. The provisions of this section shall be applicable to existing conditions.

Section 4. Variance

- A. If there is a practical difficulty in storing or maintaining such clutter, litter or debris in an area other than front or side yards, or out of sight of persons lawfully traveling the public highways or streets, the applicant may appeal to the town board for a variance from the provisions of this law.
- B. In making its determination, the town board shall take into consideration the benefit to the applicant if the variance is granted, as weighed against the detriment to the health, safety and welfare of the neighborhood or community by such grant. In making such determination the board shall also consider:
 1. Whether an undesirable change will be produced in the character of the neighborhood or a detriment to nearby properties will be created by the granting of the variance.
 2. Whether the benefit sought by the applicant can be achieved by some method feasible for the applicant to pursue, other than a variance.
 3. Whether the requested variance is substantial.
 4. Whether the proposed variance will have an adverse effect or impact on the physical or environmental conditions in the neighborhood.
 5. Whether the alleged difficulty was self-created, which consideration shall be relevant to the decision of the town board, but shall not necessarily preclude the granting of the variance.
- C. The town board shall grant the minimum variance that it shall deem necessary and adequate and at the same time preserve and protect the character of the neighborhood and the health, safety and welfare of the community.

Section 5. Enforcement Procedure

The Code Enforcement Office of the Town of Brighton shall inspect the property and shall prepare a written notice and shall serve such notice upon the owner personally or by certified mail. The notice shall contain the following:

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- A. The name of the owner to whom the notice shall be addressed
- B. The location of the premises involved in the violation
- C. A statement of the facts which it is alleged violate this law
- D. A demand that the clutter, litter and debris be removed or placed so as to be in compliance with this law, within thirty (30) days of the service or mailing of the notice.
- E. A statement that a failure to comply with the demand may result in civil penalties.
- F. A copy of this law

Section 6. Extension

Upon application of the owner showing reasonable cause, the Town Board may grant an extension of up to thirty (30) days for the owner to comply with the demands.

Section 7. Removal by Town

If, after the expiration of thirty (30) days from the date of mailing the notice provided in Section 5, above, or after the completion of any extension period allowed in Section 6, above, the owner shall fail to comply with the requirements of Section 3, above, the Town Board shall have the power to remove such clutter, litter and debris from its location and dispose of same, and the expense thereof shall be charged to the property so affected by including such expense in the next annual tax levy against the property.

Section 8. Civil Penalties

- A. Any violations of this local law is an offense punishable by a fine not exceeding one hundred dollars (\$100) for conviction of a first offense. For conviction of a second offense, both of which were committed within a period of five years, punishable by a fine not less than two hundred dollars (\$200) nor more than three hundred and fifty dollars (\$350). Upon conviction for a third or subsequent offense, all of which were committed within a period of five years, punishable by a fine not less than five hundred dollars (\$500) nor more than seven hundred and fifty dollars (\$750).
- B. Violations of this local law are deemed a civil violation and may be recorded as a judgment
- C. Each week's continued violation shall be deemed a separate additional violation.

Section 9. Severability

If any clause, sentence, paragraph, section or article of this law shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, section or article thereof directly involved in the controversy in which such judgment shall have been rendered.

Section 10. Prior Existing Local Law

The following local law is hereby amended: Local Law No. 3 for the Year 2001, "Prohibiting of Clutter, Litter and Debris in the Town of Brighton, Franklin County, New York"

Section 11. Effective Date

This local law shall take effect immediately upon filing in the office of the Secretary of State.

ROLL CALL VOTE: Aye 4 (Delarm, Knapp, Tucker, Wright), Nay 0, Abstain 1 (Leavitt)

Local Law #3 for the Year 2009 is hereby enacted.

c. **Burn Ban:** Supervisor David Knapp spoke with the Franklin County Emergency Services Coordinator Ricky Provost, he said the notification concerning a burn ban would come through the CEO to the Supervisor. Either the County or the DEC will contact the CEO if the CEO does not contact either agency. A clear policy is needed for the procedure. This issue needs more investigation.

6. HISTORIAN - Mary Ellen Salls: No report submitted prior to meeting

Pat Willis said the Brighton History Days will take place at the Tucker Historic Barn on Hobart Road on August 1 and 2. The Great Adirondack Corn Maize will open for the season at the same time. She will sending out notification to all the residents of Brighton. She asked if the copier would be available to copy the notices.

Motion made by Lydia Wright, second by Sheila Delarm, to authorize Pat Willis to use the copier to copy notices for the Brighton History Days at no cost, paper will be supplied by Pat Willis. Aye 4 (Delarm, Knapp, Tucker, Wright), Nay 0, Abstain 1 (Leavitt)

7. TAX COLLECTOR (Amber McKernan): Report submitted prior to meeting

- a. Fairly quiet since last regular board meeting; sent out one fax and received 5 phone call regarding tax

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information

- b. Will be attending the NYS Association of Tax Receivers and Collectors training seminar in Queensbury from 14 to 17 June.
- c. Issued check #816 to the Supervisor in the amount of \$0.04 which is further interest earned by the tax collector's bank account. Will check with the bank to clarify the terms of this account.

COMMITTEE REPORTS

1. SMART GROWTH INITIATIVE - Rebecca Buerkett:

- a. Brochure: Diane Leifheit met with David Knapp to review a sample of the completed brochure on June 11.
- b. Smart Growth Plan: Rebecca Buerkett submitted a draft plan to the Board for review. A public hearing can be held in July to discuss the plan.
- c. Received a letter from DEC concerning the Minority/Women Owned Business Plan for the grant. Already spoke with the grant administrator about this plan; has not heard back from him yet. She thought this was already taken care of by him. Diane Leifheit is the M/W Owned Business for the grant. She never applied to be in the program.

Motion made by Supervisor David Knapp, second by Jeffrey Leavitt, to set up a Public Hearing to discuss the Smart Growth Initiative Plan on Thursday, July 23, 2009, at 6 p.m.

Aye 5 (Delarm, Knapp, Leavitt, Tucker, Wright), Nay 0

2. INSURANCE/INVESTMENTS - Sheila Delarm and Lydia Wright:

- a. **Insurance Cards for Vehicles:** Cards were received for the Highway Department and are in the vehicles
- b. **Deferred Compensation:**

RESOLUTION #63

DEFERRED COMPENSATION PLAN PARTICIPATION

Motion made by Supervisor David Knapp, Second by Lydia Wright, To Wit:

WHEREAS, the Town of Brighton wishes to adopt the Deferred Compensation Plan for Employees of the State of New York and Other Participating Public Jurisdictions (the "Plan") for voluntary participation of all eligible employees; and

WHEREAS, the Town of Brighton is a local public employer eligible to adopt the Plan pursuant to Section 5 of the State Finance Law, and

WHEREAS, the Town of Brighton has reviewed the Plan established in accordance with section 457 of the Internal Revenue Code and Section 5 of the State Finance Law of the State of New York, and

WHEREAS, the purpose of the Plan is to encourage employees to make and continue careers with the Town of Brighton by providing eligible employees with a convenient and tax-favored method of saving on a regular and long-term basis and thereby provide for their retirement in addition to the NYS Retirement Plan already available to employees,

NOW THEREFORE BE IT RESOLVED that the Town of Brighton employees are authorized to voluntarily participate in the Deferred Compensation Plan for Employees of the State of New York at no cost to the Town.

ROLL CALL VOTE: Aye 5 (Delarm, Knapp, Leavitt, Tucker, Wright), Nay 0

RESOLUTION #63 declare duly adopted

3. CEMETERY - Steve Tucker and Jeffrey Leavitt:

- a. Two burials were held, one in McColloms and one in Mt. View Cemetery
- b. Supervisor David Knapp sent flowers to two bereaved families, the Blanchard family since Ralph "Babe" Blanchard was a former Superintendent of Highways and the Crary family for a death in the family of the current Superintendent of Highways Andy Crary

4. PARKS AND RECREATION - Steve Tucker and Jeffrey Leavitt:

- a. The lawn mower needs repair again, a different type of mower is needed for the park grounds

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- b. The heater needs repair, Dan Spencer can smell propane in the building. Dan Spencer can call the company that delivers the propane to look at it.
- c. **SLAYP:** Elena Toishi is the Administrative Director of the Saranac Lake Area Youth Program. The program will run from July 6 to August 6 for children 7 to 13 years of age. Fourteen counselors were hired, three are Brighton residents. Sign ups are underway, cost is \$60 per child, \$100 for two, and \$110 for a family of three or more. The program will take place at Patrova School in Saranac Lake. Buses will be used to go to the beach. Funds may be available to attend a Pendragon event. Applications were sent home through the school district.

5. TOWN BUILDINGS - Steve Tucker and Jeffrey Leavitt

a. Town Hall Project (Lydia Wright):

- i. A matching funds grant for \$400,000 was awarded to the Town according to a letter dated May 15. Supervisor David Knapp spoke with Gayle Underhill-Plumb at the Office of Historical Preservation to discuss the grant awarded to the Town, she will be the grant administrator. She will verify the availability of the \$40,000 of "Member Item Funding" from Senator Betty Little. The Department of State has to be contacted to determine the availability of the \$10,000 of "Member Item Funding" from Assembly Member Janet Duprey. A bid will need to go out before the grant funds are received. Lydia Wright notified Adele Douglas who wrote the grant that the grant was accepted.
- ii. A committee needs to be set up to discuss the plans before they go out to bid again.
- iii. Pat Willis had information concerning other people who would be interested in being grant administrators. She will be sending out an appeal letter to Brighton residents to help raise funds for the Town Hall matching grant. She volunteered to draft a "Press Release" to notify the public of the award of the grant.
- iv. Lydia Wright will contact Adele Douglas to see if she would submit a proposal to be a grant administrator

b. **Invoice for Fire Alarm System:** Has not been sent by Crawford & Stearns.

c. **Water:** Supervisor David Knapp spoke with the lab where the water tests were done. Both garage and town hall water tested negative for Ecoli and coliform. The iron (13.0 ppm) and magnesium (2.8 ppm) levels in the water at the Town Hall is several times higher than the acceptable level (0.3 ppm for both) for drinking water. The Town Garage has .023 ppm for magnesium which is within limits and 2.2 ppm for iron which is above the limit. Currently the water is not used for drinking in either building. The water was not addressed in the Town Hall restoration project, a well may have to be added to the project before construction begins.

6. **WEBSITE - Sheila Delarm:** Updates to contacts for Fire Department and employees were completed. The summer mode on the first webpage was recoded and a voucher has been submitted by Rainbow Graphics for the cost.

OLD BUSINESS

- 1. **FIRE ADVISORY BOARD (FAB) UPDATE - Supervisor David Knapp:** A meeting will be held in the Town Hall on Tuesday, June 16th at 5:30 p.m.
- 2. **POST OFFICE IN GABRIELS:** The Post Office should be open by the end of June, the telephone needs to be hooked up and the counter was received. There will be a ceremony after the building is opened.
- 3. **FRANKLIN COUNTY MASS FATALITY PLAN:** Supervisor David Knapp attended a meeting on May 21st at the Emergency Services building in Malone. There was a poor showing for Franklin County towns. The discussion concerned an addendum to the Disaster Plan. The County will be divided into 3 regions (Tupper Lake, Saranac Lake, and Malone) for staging of fatalities due to a pandemic. Towns will have to be prepared for self-sufficiency. The areas most likely effected will be the Highway Department and Fire Department. Other town have water and sewer employee issues.

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4. **CELL PHONE TOWERS:** Jeffrey Leavitt said Verizon is waiting for Adirondack Park Agency (APA) approval to start the construction bidding process on the cell towers at Paul Smith's College and in the Town of Duane.
5. **COMPTROLLER'S BRIEF ON AUDIT OF PAUL SMITH-GABRIELS VOLUNTEER FIRE DEPARTMENT:** The Office of the State Comptroller published a brief on the audit they performed on the Paul Smiths-Gabriels Volunteer Fire Department. The PSGVFD had very weak internal controls over Cash Receipts and Disbursements. They had not established policies and procedures governing the Treasurer's financial activities or for processing claims. The Financial Committee did not audit the Treasurer's Report and did not properly audit claims prior to payment. Internal controls over cash receipts and disbursements were not appropriately designed and were not operating effectively. Payments were made without supporting invoices and overpayments resulted from poor oversight of disbursements. The Treasurer did not maintain adequate and up-to-date cash records, do bank reconciliations, deposit collection in a timely manner or prepare monthly financial reports for the Board. Sheila Delarm and Steve Tucker said they are now getting a monthly report from the Treasurer and some of the overpayments have been recouped. A copy of this audit has not been provided to the Town as requested.

NEW BUSINESS:

1. **GRANT WRITER:** Sheila Delarm said that Rebecca Buerkett recommended in the Smart Growth Initiative Plan that the town hire a grant writer to obtain funds as they become available. This needs to be looked into.
2. **FARMER'S MARKET:** The Farmer's Market will be held at Paul Smith's College on Fridays from 2 to 5 p.m.
3. **SUPERVISOR BUSINESS HOURS:** Due to his personal business the Supervisor David Knapp is changing his summer hours on Tuesdays to 5 to 7 p.m. The hours will stay the same on Thursdays, 3 to 5 p.m.
4. **BREAKFAST WITH ELECTED OFFICIALS:** Jeffrey Leavitt met with Senator Betty Little and Assembly Member Janet Duprey, and Legislature Paul Maroun for breakfast on June 5. St. Joseph's Rehabilitation Center is interested in using Camp Gabriels as an annex. A VA clinic would not use enough of Camp Gabriels to keep the facility open. He spoke with Paul Maroun about the White Pine Bridge, who said the Franklin County Legislature would not be doing its job if they cannot get federal funding to repair the bridge leading to the "summer white house" of a former president.

CITIZENS COMMENTS: None

AUDIT OF VOUCHERS: Vouchers audited prior to meeting

RESOLUTION #64

PAYMENT OF AUDITED VOUCHERS AS LISTED ON THE ABSTRACTS

Motion made by Lydia Wright, second by Jeffrey Leavitt, To Wit:

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

PREPAID FUNDS: Abstract #6 for Voucher #6A through and including 6C for 2009 General Funds in the amount of \$680.93 and 2009 Street Light Funds in the amount of \$44.46

GENERAL FUND: Abstract #6 for Voucher #161 through and including #181 for 2009 General Funds in the amount of \$20,806.81

HIGHWAY FUND: Abstract #6 for Voucher #65 through and including #68 for 2009 Highway Funds in the amount of \$670.96.

ROLL CALL VOTE: Aye 4 (Delarm, Knapp, Tucker, Wright), Nay 0, Abstain 1 (Leavitt)

RESOLUTION #64 declared duly adopted.

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

June 11, 2009

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ADJOURNMENT

Motion to Adjourn at 10:55 p.m. made by Lydia Wright, **Second** by Jeffrey Leavitt, **Aye 5 (Delarm, Knapp, Leavitt, Tucker, Wright), Nay 0**

Respectfully Submitted,

Elaine Sater
Brighton Town Clerk