

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

**June 13, 2019**

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The Regular Meeting for the Town Board of the Town of Brighton, Franklin County, NY, was held Thursday, June 13, 2019, at 7:00pm at the Brighton Town Hall, 12 County Road 31, Paul Smiths, NY, with the following:

**CALL TO ORDER:**

Meeting was Called to Order by Deputy Supervisor Steve Tucker at 7:01pm

**ROLL CALL OF OFFICERS**

PRESENT: Deputy Supervisor Steve Tucker

Council Members: Brian McDonnell and Amber McKernan

ABSENT: Council Member Lydia Wright and Supervisor Peter Shrope

OTHERS PRESENT: Andy Crary-Superintendent of Highways, Roseanne Gallagher-Assessor, Elaine Sater-Town Clerk, Pam Sloate - Data Collector and 1 Resident

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. Changed oil in F350 Pickup
- b. Greased and changed oil in 2015 plow truck
- c. Made a few dump runs
- d. Put flags out for Memorial Day
- e. Cleaned up downed tree on Tebbutt Road
- f. Fixed road rake and raked dirt roads 2 times
- g. Mowed cemeteries 2 times, using Ben Tucker to help mow
- h. Mowed Town Hall and Garage
- i. Started to clean shoulders on Garondah Road
- j. Employee out on sick leave
- k. Need approval to sign mowing contract with Franklin County
- l. Cleaned shop

**RESOLUTION #33-2019**

**MOWING CONTRACT FOR COUNTY ROADS FOR 2019**

Motion made by Deputy Supervisor Steve Tucker, second by Amber McKernan,

RESOLVED that the Town Board accepts the contract with Franklin County to provide for mowing of County Roads 31, 55, and 60 in the Town of Brighton and to be paid by Franklin County the amount of \$100 per mile for 7.96 miles two times for a total of \$1,592 during 2019, and

BE IT FURTHER RESOLVED that the Deputy Supervisor and Superintendent of Highways be authorized to sign the contract with Franklin County Highway Department.

**ROLL CALL VOTE: Aye 3 (McDonnell, McKernan, Tucker), Nay 0, Absent 1 (Shrope, Wright)**

**Resolution #33 declared duly adopted.**

**2. Assessor - Rosanne Gallagher: Reported at meeting**

- a. Introduced the Data Collector Pam Sloate to the Board, she will start work after June 20; unable to start sooner due to Assessor unavailable to train
- b. The Board of Assessment Review met on June 6, 2019; there were six changes to the roll.
- c. Final Equalization Rate is 74%
- d. Will be on vacation during July

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3. **Town Clerk - Elaine Sater:** Report provided prior to meeting
  - a. Total Revenue to Supervisor as of May 31, 2019 was \$ 507.13 from 3 dog licenses renewed, 7 Building Permits (#19-010 through 015 and #18-014), and 1 copy on the copier
  - b. Received 1 Agreement for Shared Highway Services from Town of Duane
  - c. May 5 to 8 attended the Town Clerks Annual Training in Syracuse
    - 1) Attended a seminar on Alcohol Beverage Control, establishments selling alcohol do not need to notify Town Clerk of renewal of licenses any more, only new licenses/permits. There are several categories of permits available, people who manufacture alcohol beverages (beer, wine, cider) at home for “private consumption” do not need a license or permit as long as they are not giving their “beverages” away as gifts (that is the same as selling it). Raffles cannot have alcohol as prizes without a license or permit (same as selling it).
    - 2) Attended a seminar by ICE - Immigration and Customs Enforcement, concerning Marriage Licenses. People are getting into the county from other countries under false pretense and establishing “legal” documentation, by getting married, using fake documentation.
  - d. TOWN HALL REQUESTS: None
  - e. TOWN PARK REQUEST: Saturday, May 29, Quinn Family, 1-7pm; received two requests for field use, gave them the phone number for Paul Smiths College facilities
  - f. RECORDS MANAGEMENT: Indexing Vol 7 minutes covering 1971 to 1972
4. **Historian - Elaine Sater:** Report provided prior to meeting
  - a. Follow up on “Knights of the Maccabees (KOTM)” tag received by mail in October 2018 from an unknown person, tag had Levi Betters name and Paul Smiths, NY, on it.
    - 1) Received information on Levi Betters’s granddaughter, Noreen Betters Farquharson, from a family member in May. Mailed her a letter on May 25 and received a response. She is in her 80s and lives near Plattsburgh. She was raised by Levi and Vina Betters on Keese Mills Road after her mother died when she was young.
    - 2) Sent her the tag along with information about KOTM on June 4.
  - b. Received information from Franklin County Historical Society, they are having a “Fall for History” day on October 5, 2019, from 12 to 4 pm. Will go sit at a table for the afternoon and show off Town’s posters on a specific theme. Could take a Brighton 2000 book or any other suggestions. We have red white and blue bunting to dress up a table and key chains to give out. The theme for the day is “The Stories We Tell”.
5. **Tax Collector - Holly Huber:** Report provided prior to meeting
  - a. Issued Check #1027 in the amount of \$.30 to the Town Supervisor to close out the books for 2019.
  - b. Town Board scheduled Audit of Financial Records for Thursday, August 8 at 6:15pm.
6. **Justice - Nik Santagate:** Report provided prior to meeting  
Supervisor received a check in the amount of \$2,854.00 for 30 disposed cases from May
7. **Code Enforcement Officer - Paul Blaine:** Report provided prior to meeting
  - a. Seven (7) building permits (BP #19-010 through 015 and #18-014) were issued during May
  - b. One (1) Certificate of Occupancy issued for BP#19-002
  - c. Four (4) Certificates of Compliance issued for BPs #19-004 through 007
8. **Animal Control - Tri-Lakes Humane Society:** Nothing to report
9. **Supervisor - Peter Shrope:** Report provided prior to meeting
  - a. Budget Report: Report as of May 31, 2019, was provided to Board members
  - b. Revenues: \$5,249.29 from Franklin County for mortgage tax and \$.30 from Tax Collector interest,
  - c. NYCLASS Investments: Interest for May was \$212.28 for General, Total Amount \$109,331.81 (\$20,000 for Town Hall), and \$80.94 for Highway, Total Amount \$41,666.38.
  - d. June 3 - Sent a “Letter of Support” to Paul Smith’s College for a Smart Growth Grant for the Visitor’s Interpretive Center (VIC).

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- e. Hired a Data Collector, completed paperwork for Franklin County Personnel Office. Job description was provisionally approved.
- f. Signed the Adirondack Watershed Institute contract, first payment request submitted
- g. Highway MEO, notice of job opening was published
- h. Park Request form was changed and website updated
- i. Morrisonville delivered the porta potty to the park
- j. Received a quote for staining the Town Hall

***MINUTES AMENDMENT/ACCEPTANCE***

**- Minutes of Regular Board Meeting May 9, 2019**

Motion made by Brian McDonnell, second by Steve Tucker, to accept the minutes of the May 9, 2019, Regular Board meeting as written.

**ROLL CALL VOTE: Aye 2 (McDonnell, Tucker), Nay 0, Abstain 1 (McKernan); Absent 2 (Shrope, Wright)**

***CITIZEN COMMENTS: None***

***BUSINESS***

- 1. Website - Deputy Supervisor Steve Tucker:** Website needs to be updated according to Hilary at Rainbow Graphics, Steve Tucker will invite Hilary to next meeting to explain the details
- 2. Staining Town Hall - Deputy Supervisor Steve Tucker:** Received a quote from Chad Quinn for staining the Town Hall, he will explain to Chad Quinn the Town does not make advance payments and can supply the stain and paint.

**RESOLUTION #34-2019**

**STAINING TOWN HALL EXTERIOR**

Motion made by Deputy Supervisor Steve Tucker, second by Brian McDonnell,

RESOLVED that the Town Board approves a contract with Chad Quinn of Gabriels to provide professional services to stain the Town Hall exterior and stair decks for an amount Not to Exceed \$5,500.00, and

BE IT FURTHER RESOLVED that the Deputy Supervisor be authorized to sign the proposal as edited.

**ROLL CALL VOTE: Aye 3 (McDonnell, McKernan, Tucker), Nay 0, Absent 2 (Shrope, Wright)**

**Resolution #34 declared duly adopted.**

- 3. Adirondack Watershed Institute (AWI) Contract - Deputy Supervisor Steve Tucker:** Received contract from AWI concerning the Lake Steward. Payment is to be made to Paul Smith College.

**RESOLUTION #35-2019**

**CONTRACT FOR LAKE STEWARD WITH AWI**

Motion made by Brian McDonnell, second by Steve Tucker,

RESOLVED that the Town Board authorizes the Deputy Supervisor to pay Paul Smith's College \$3,400 (half the amount of \$6,800) to provide for a Lake Steward for 2019 through the Adirondack Watershed Institute as per the contract signed by Supervisor Peter Shrope.

**ROLL CALL VOTE: Aye 3 (McDonnell, McKernan, Tucker), Nay 0, Absent 2 (Shrope, Wright)**

**Resolution #35 declared duly adopted.**

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- 4. Aquatic Invasive Species Policy - Deputy Supervisor Steve Tucker:** Policy was reviewed by the Town Board

**RESOLUTION #36-2019**

**AQUATIC INVASIVE SPECIES POLICY**

Motion made by Brain McDonnell, second by Steve Tucker,

RESOLVED that the Town Board approved the Aquatic Invasive Species Policy as follows:

The Town Board acknowledges the adverse effects aquatic invasive species pose to water bodies and waterways in our Town, waterways that connect to adjoining water bodies in neighboring towns as well as in the greater geographic boundaries of the Adirondack Park.

Invasive species pose a threat to native aquatic ecosystems. Once established in a water body they spread rapidly, choke out native aquatic plants, are difficult and costly to eradicate, burden waterfront property owners with costly measures to remove them, reduce property values and are further spread through human activity in that water body. Being proactive in preventing aquatic invasive species from entering water bodies in our Town is an effective and cost-effective method to safeguard those water bodies in our community.

The Town Board passed Local Law No. 1-2011, entitled "Town of Brighton Aquatic Invasive Species Prevention Law". This local law acknowledged that aquatic invasive species is a topic that needs to be addressed for the long-term best interests of our local environment, our Town, our taxpayers, our community and all those who use and enjoy the waters in our Town.

The Town of Brighton is under no legal obligation to provide resources to prevent, control, or eradicate aquatic invasive species in water bodies or waterways in our Town. Our Town may enter into a contract with any professional or private entity to contract for services to gather data, train and educate qualified individuals, or otherwise conduct surveys and monitor public boat launch sites that connect to the waterways in our Town with the goal of preventing and containing the spread of aquatic invasive species in our waterways.

When it is determined through substantiated data and research that a water body, public boat launch or other public access to waterways in our Town requires specific monitoring due to the status of that water body and invasive species, whether it is a low risk, medium risk or high risk, the Town Board will review the available data and facts to ascertain if financial allocations of Town resources are appropriate to direct to a particular instance or location for the benefit of our community.

Allocation of finances in this effort will consider the number of taxpayers affected on each body of water and will equitably enter into an agreement with a qualified entity to distribute funds provided by the Town of Brighton that are proportionate to the number of waterfront taxpayers affected.

The intent of this policy is to address aquatic invasive species in our waterways in a manner that is pro-active, equitable, fair and reasonable, is a benefit to our taxpayers and citizens, and to help and support the quality of our environment and resources for our future generations.

**ROLL CALL VOTE: Aye 3 (McDonnell, McKernan, Tucker), Nay 0, Absent 2 (Shrope, Wright)**  
**Resolution #36 declared duly adopted.**

***COMMITTEES:***

**AATV- Brian McDonnell:** The AATV met at the Hotel Saranac on June 2 and 3.

***CITIZEN COMMENTS:*** None

***EXECUTIVE SESSION***

Motion to GO INTO EXECUTIVE SESSION made at 8:40pm by Deputy Supervisor Steve Tucker, second by Amber McKernan, in accordance with Public Officers Law, Article 7, Para f, employment history of a particular person. ROLL CALL VOTE: Aye 3 (McDonnell, McKernan, Tucker), Nay 0, Absent 2 (Shrope, Wright)

Motion to GO OUT FO EXECUTIVE SESSION at 9:05pm made by Amber McKernan, second by Brain McDonnell. ROLL CALL VOTE: Aye 3 (McDonnell, McKernan, Tucker), Nay 0, Absent 2 (Shrope, Wright)

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***AUDIT OF VOUCHERS:***

**RESOLUTION #37-2019**

**PAYMENT OF AUDITED VOUCHERS AS LISTED ON THE ABSTRACTS**

Motion made by Amber McKernan, second by Brian McDonnell,

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

PREPAID FUNDS: Abstract #6 for Voucher #6A thru 6C for 2019 General Funds in the amount of \$480.82 and Voucher #6C for STREET LIGHTING 2019 FUND in the amount of \$55.13,

GENERAL FUND: Abstract #6 for Voucher #96 through and including #115 for 2019 funds in the amount of \$8,454.70,

HIGHWAY FUND: Abstract #6 for Voucher #59 through and including #63 for 2019 funds in the amount of \$3,053.45

**ROLL CALL VOTE: Aye 3 (McDonnell, McKernan, Tucker), Nay 0, Absent 2 (Shrope, Wright)**

**Resolution #37 declared duly adopted.**

***ADJOURNMENT***

Motion to Adjourn at 9:06pm made by Amber McKernan, second by Brian McDonnell, Aye 3 (McDonnell, McKernan, Tucker), Nay 0, Absent 2 (Shrope, Wright)

Respectfully Submitted,

Elaine W. Sater, RMC  
Brighton Town Clerk