

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

August 13, 2009

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The Regular Monthly Meeting of the Town Board of the Town of Brighton was held Thursday, August 13, 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 7:05 p.m.

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

ROLL CALL OF OFFICERS

PRESENT: Supervisor David Knapp, Council Members: Steve Tucker and Lydia Wright

ABSENT: Council Members Sheila Delarm and Jeffrey Leavitt

OTHERS PRESENT: Elaine Sater - Town Clerk, Amber McKernan - Tax Collector, and Andy Crary - Superintendent of Highways

RESIDENTS: No residents were present

GUEST: None

APPROVAL OF MINUTES

- Regular Board July 9, 2009

Motion made by Supervisor David Knapp, **second** by Lydia Wright, **to approve the minutes of the Regular Town Board meeting held on July 9, 2009, as written, Aye 3 (Knapp, Tucker, Wright), Nay 0, Absent 2 (Delarm, Leavitt)**

- Public Hearing Smart Growth Project July 23, 2009

Motion made by Supervisor David Knapp, **second** by Steve Tucker, **to approve the minutes of the Public Hearing for the Smart Growth Project Final Plan held on July 23, 2009, as written, Aye 2 (Knapp, Tucker), Nay 0, Abstain 1 (Wright), Absent 2 (Delarm, Leavitt)**

TOWN CLERK'S REPORT

Total Revenue to Supervisor as of July 31, 2009 was \$3,082.40

1 DEC Sport Licenses

6 Dog Licenses: 5 Renewals and 1 New

6 Building Permits (#09-021 to 026)

1. July 14, received Local Law #3 for the Year 2009 (Litter) from the Attorney for the Town, mailed adopted Local Law #3 for the Year 2009 to the Department of State, received notice of filing on July 20, 2009. Distributed copies to Town Justice and Code Enforcement Officer, e-mailed to Rainbow Graphics for posting on Town website.
2. July 28, received Notice of Petition for Article 7 of the Real Property Law from Michael Humes, forwarded to Attorney for the Town.
3. TOWN HALL REQUESTS: None
4. TOWN PARK REQUESTS: July 25, Urbanowicz Family - 2 to 5 p.m.; July 29, Ralston Family - 5:30 to 7:30 p.m.; August 6, Citizens Advocacy - 10 a.m. to 2 p.m.; August 9, Spencer Family - 1 to 7 p.m.

CITIZENS/GROUP COMMENTS

Received a letter from **Jane Shanty** dated 7/23/09, requesting use of the Town Park for a Craft and Bake Sale and having other vendors pay a setup fee to be donated to the Park for purchasing equipment. After much discussion Supervisor David Knapp said he would contact Jane Shanty and let her know she would be able to use the park but could not charge other vendors to use the area.

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SUPERVISOR FINANCIAL REPORT/CORRESPONDENCE

1. FINANCIAL REPORT:

- a. Distributed **Budget** and CLASS reports as of July 31, 2009 to the Board
- b. **CLASS interest** is \$44.46 for General and \$35.95 for Highway, Total CLASS balances are \$209,604.75 for General and \$169,701.31 for Highway
- c. **Budget Amendment #5** to Appropriate General Funds

GENERAL FUND BUDGET AMENDMENT #5

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

RESOLVED that the 2009 General Fund Budget be amended as follows:

Increase Revenue Account A2555 (Building Permits) by \$4,461.00 from \$5,000 to \$9,461.00, and

Increase Appropriations Account A6461.4 (Grants CE) by \$4,461.00 from \$22,412.00 to \$26,873.00.

ROLL CALL VOTE: Aye 3 (Knapp, Tucker, Wright), Nay 0, Absent 2 (Delarm, Leavitt)

GENERAL FUND BUDGET AMENDMENT #5 declared duly adopted.

2. CORRESPONDENCE:

- a. **US Department of Commerce, US Census Bureau:** Received letter requesting location of targeted non-sheltered places where homeless people live; will respond saying the Town has no targeted non-sheltered locations.
- b. **Workplace Violence Prevention:** There is a new law from the Department of Labor for Towns to implement a policy, will ask Sheila Delarm to check with NYMIR to see if there is already a template for a policy.
- c. **Senator Betty Little:** Received letter dated July 28, 2009, RE: Federal transportation infrastructure grant applications. Information on a program for "shovel ready" projects through the federal stimulus Recovery and Reinvestment Act.
- d. **Other:**
 - i. Noticed an article in the Adirondack Dailey Enterprise on August 5, concerning the Adirondack Airport getting federal grant funding for paving a runway. The Paul Smiths-Gabriels Volunteer Fire Department was looking for grindings for their parking lot; Steve Tucker will tell them they should send a letter to the Town of Harrietstown Supervisor Larry Miller to ask about the grindings from this project. The Highway Department could help with this project by hauling the grindings to the PSGVFD parking lot.
 - ii. **Committee Meetings:** Since the tentative budget is due next month, the Committees (Highway, Building Maintenance, Cemetery) should meet and discuss projects for next year to be included in the budget. The meetings should take place before the monthly meeting in September.

DEPARTMENT REPORTS

1. HIGHWAY- Andy Crary:

- a. **Report:**
 - i. Made dump run
 - ii. Mowed cemeteries, Town Hall, and Garage lawns
 - iii. Set up for food pantry
 - iv. Put headlight buckets in 2002 Paystar
 - v. Went to Burke to pick up new mower and traded in old one, it works great
 - vi. Helped with grinding on Hobart Road
 - vii. Picked up mirrors at Burke for New Holland tractor
 - viii. Moved movie screen in Town Hall for Public Hearing on Smart Growth Plan
 - ix. Picked up water in Tupper Lake
 - x. Moved material for History Day to Tucker's barn
 - xi. Busy with culverts blocked by beaver on Slush Pond Road and Tebbutt Road
 - xii. Took the 2002 Paystar to MA Jerry's for new leaf springs
 - xiii. Hauled four loads of crusher run to North Brook Road
 - xiv. Fixed washout on Keese Mills Road

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- xv. Hauled 2 loads of crusher run to Hoffman Road
 - xvi. Put new seat belt in 2002 Paystar
 - xvii. Started mowing Town Roads
 - xviii. Getting front universal joints repaired on F250 pick-up
 - xix. Glen Perrino is out sick for three to four weeks
 - xx. Landfill cover will need to be mowed during August
- b. **White Pine Bridge:** Received a letter from Paul Smith's College in support for requesting State and Federal funds for repairing the bridge. Jeffrey Leavitt attended the Osgood Pond Association meeting and asked them to send a letter of support. White Pine Camp is drafting a letter also.
- c. **Electrical Problem in Garage:** Work is completed except for cover on electrical box, waiting for invoice for extra work and for electrical inspector to contact Supervisor.
- d. **Garage Roof:** Need information from the contractor to get the roof repaired as it is under warranty. Rubber is buckling in the back.
- e. **Hobart Road:** Paving to start on August 24
2. **ASSESSOR - Doug Tichenor: No report received**
- a. Final State Equalization Rate is 84%.
 - b. Tax Collector would like a report of sales in the Town so she can have names and addresses of purchasers.
3. **ANIMAL CONTROL OFFICER (Tri-Lakes Humane Society):** Received report prior to meeting During July 2009 handled a total of 13 calls, 4 calls in regards to lost/found pets and 9 call in regards to Animal Cruelty case on County Road 60 in Gabriels. Still providing care for horse, dog and chickens that were seized.
4. **CODE ENFORCEMENT OFFICER (CEO) - Paul Blaine:** Report received prior to meeting
- a. **Report:**
 - i. Collected \$15,133.80 in fees for permits to date for 2009
 - ii. Issued six building permits #09-021 to 026
 - iii. Issued two Certificates of Occupancy for Bldg Permits #07-043 and #09-007.
 - b. **Avoidable Alarm Violations:** Supervisor David Knapp said a case has gone to Court for the first penalty challenge. More violations were sent on July 26 and August 5. As of August 12 there were 15 violations of this law.
5. **HISTORIAN - Mary Ellen Salls:** No Report submitted. .
- a. Received a thank you letter dated August 6, 2009, from Pat and Tom Willis of the Brighton Architectural Heritage Committee, for the use of the copier for History Day flyers.
 - b. Brighton History Days were held August 1 and 2 at the Tucker's Farm
6. **TAX COLLECTOR:**
- a. Sent out 2 faxes and received several phone calls in regards to tax matters.
 - b. Had a meeting on July 14 at Paul Smith's College with the Franklin County Tax Receivers and Collectors to discuss the new changes by the Franklin County Treasurer's Office. The Tax Collectors have some concerns about the changes. They will meet again in September to discuss their concerns further.
 - c. Went to the County Office on July 21 to see a demonstration of the new software from Allen Tunnell, it did not change her opinion of the software, will keep the BAS software at this time
 - d. Getting the Office ready for the next tax season
 - e. The Office will be closed September 5 to 13, will miss the next Board meeting.
 - f. Supervisor David Knapp sent a letter to the County Treasurer addressing her concerns about the changes to the tax collection procedures. No reply has been received to his letter.
7. **TOWN JUSTICE- Nik Santagate:** Report received prior to the meeting
Disposed of 64 cases and distributed \$6,396 to the Supervisor

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COMMITTEE REPORTS

1. **CEMETERY - Steve Tucker and Jeffrey Leavitt:**
 - a. A burial for Katherine LaMay will take place on Saturday, August 15, in Mt View Cemetery
 - b. More markers for Veterans are needed for grave sites
2. **INSURANCE/INVESTMENTS - Sheila Delarm and Lydia Wright:**
 - a. Health Insurance: Sent a file to Empire Plan to compare current Health insurance with their plan. No response yet.
 - b. Auto Insurance: Andy Crary asked about glass coverage on trucks, he needs to replace the windshield on the 2002 Paystar. Glass coverage may not be available on large trucks. He will find out how much it will cost to replace the windshield.
3. **PARKS AND RECREATION - Steve Tucker and Jeffrey Leavitt:**
 - a. Youth soccer leagues have been using the Lake Clear School field during the summer, the school has been closed so they are looking for another field to use. They would like to use the Park fields next year.
 - b. Amber McKernan suggested putting a wall near the Lacrosse nets to make better use of them.
 - c. The basketball nets, backboards, and poles need to be replaced or repaired. The blacktop under the nets needs the weeds removed and the cracks patched. The ice rink should be moved to the grass.
 - d. Heater was repaired
 - e. The maintenance and upkeep needs to be looked at for budget input. A record of usage needs to be completed for each month. A form was proposed for the Park Attendant to use.
4. **TOWN BUILDINGS - Steve Tucker and Jeffrey Leavitt**
 - a. **Town Hall (Lydia Wright):**
 - i. **Grant Administrator:** Supervisor David Knapp, Lydia Wright and Kevan Moss met with Wes Haynes, a grant administrator and tax payer in the Town, to discuss administration of the grant from the Office of Historic Preservation. A committee will need to meet to discuss the plans. The Town Hall should be completely vacated during restoration to lower the price. The park building could be renovated to be used for meetings.
 - ii. **Invoice for Fire Alarm System:** No further word on the invoice.
 - iii. **Town Hall Restoration Fund - Tom Willis:** Sent a letter with an update to the fund, there is now \$31,025.
 - b. **Town Garage Records Storage:** The records storage area in the garage will have to be completed before the restoration of the Town Hall begins so there is a place to store the records. A fire rating for the room is needed from the Code Enforcement Officer.
5. **WEBSITE - Sheila Delarm:** No report

OLD BUSINESS

1. **FIRE ADVISORY BOARD (FAB) UPDATE:** Next meeting is Monday, August 17, to discuss the percentage payment increase for towns.
2. **POST OFFICE IN GABRIELS:** The new Post Office will open on Tuesday, August 18
3. **CELL PHONE TOWER:** Verizon has contacted the Code Enforcement Officer concerning a building permit.
4. **CAMP GABRIELS:**
 - a. **MONUMENT AT CAMP GABRIELS:** The monument was moved to the Park but has not been permanently installed.
 - b. **USAGE OF CAMP:** An article in the Adirondack Daily Enterprise mentioned the Federal Government may be interested in using the Camp. Helicopters were in the area on Tuesday looking over the area.

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5. **SMART GROWTH PLAN:** Would like to discuss the next step for the Town to take. Telecommunications is a major concern in the local area. The final invoice has been received from FX Browne, Inc. The State Aid Voucher has to be completed and submitted for payment from the Department of Environmental Conservation.

NEW BUSINESS:

1. **BUDGET FOR PSGVFD:** Steve Tucker presented a 2010 Budget from the Paul Smiths - Gabriels Volunteer Fire Department, they are asking the tax payers for a 30% increase over the previous contract.
2. **WORK HOURS FOR RETIREMENT PURPOSES:** The State Comptroller's Office is requiring elected officials contributing to the retirement system document their work hours for three months within 180 days of their term start date. The Supervisor created a worksheet for people to use. They need to be turned in on a monthly basis.
3. **CSEA CONTRACT:** Highway Committee needs to discuss what they want for next year's contract, especially concerning the compensation time.
4. **TOWN GARAGE:** Landscaping was supposed to be completed between the building and the road as part of the Garage project APA permit, this has not been completed yet.

CITIZENS COMMENTS: None

AUDIT OF VOUCHERS:

Motion made by Lydia Wright, second by Supervisor David Knapp, to audit the vouchers; Aye 3 (Knapp, Tucker, Wright), Nay 0, Absent 2 (Delarm, Leavitt)

RESOLUTION #70

PAYMENT OF AUDITED VOUCHERS AS LISTED ON THE ABSTRACTS

Motion made by Lydia Wright, second by Steve Tucker, To Wit:

RESOLVED that the Supervisor be authorized to pay the audited vouchers as listed on the abstracts as follows:
PREPAID FUNDS: Abstract #8 for Voucher #8A through and including 8C for 2009 General Funds in the amount of \$ 602.09 and 2009 Street Light Funds in the amount of \$41.32

GENERAL FUND: Abstract #8 for Voucher #205 through and including #230 for 2009 General Funds in the amount of \$20,421.85

HIGHWAY FUND: Abstract #8 for Voucher #79 through and including #90 for 2009 Highway Funds in the amount of \$39,164.30.

ROLL CALL VOTE: Aye 3 (Knapp, Tucker, Wright), Nay 0, Absent 2 (Delarm, Leavitt)

RESOLUTION #70 declared duly adopted.

ADJOURNMENT

Motion to Adjourn at 8:52 p.m. made by Lydia Wright, Second by Supervisor David Knapp, Aye 3 (Knapp, Tucker, Wright), Nay 0, Absent 2 (Delarm, Leavitt)

Respectfully Submitted,

Elaine Sater
Brighton Town Clerk