

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

November 8, 2018

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The Regular Meeting of the Town Board of the Town of Brighton was held Thursday, November 8, 2018, at 7:00 pm at the Brighton Town Hall, 12 County Road, Paul Smiths, NY, with the following:

CALL TO ORDER:

Meeting was Called to Order by Supervisor Peter Shrope at 7:00pm

“Pledge to the Flag” was recited.

ROLL CALL OF OFFICERS

PRESENT: Supervisor Peter Shrope

Council Members: Brian McDonnell, Amber McKernan, Steve Tucker, and Lydia Wright

ABSENT: None

OTHERS PRESENT: Andy Crary-Superintendent of Highways, Paul Blaine-Code Enforcement Officer, Elaine Sater-Town Clerk and 2 residents

GUESTS: None

NOTICE OF MEETING:

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

REPORTS

1. Highway Department - Andy Crary
 - a. Started getting the 2015 Plow truck ready for winter
 - b. Put new lights on the sander on 2015 truck
 - c. Took 2013 truck to Plattsburgh for air leaks repair
 - d. Moved downed tree on the Clark-Wardner Road
 - e. Put away the chipper/road rake and trailer for winter
 - f. Picked up downed sign on Garondah Road
 - g. Cleaned up shop
 - h. Fixed swing at Park
 - i. Got 2015 plow truck ready for winter
 - j. Received a quote for the interior lights in garage and manual switch for generator at Town Hall

RESOLUTION #72-2018

REPLACEMENT OF INTERIOR LIGHTS IN GARAGE AND MANUAL SWITCH FOR GENERATOR CONNECTION AT TOWN HALL

Motion made by Supervisor Peter Shrope, second by Amber McKernan,

WHEREAS a quote was received from North Country Electrical Services, Inc., to replace the 9 interior lights in the Town Highway Garage and add a manual transfer switch for a generator connection at the Town Hall,
NOW THEREFORE BE IT RESOLVED that the Town Board accepts the quote from North Country Electrical Services, Inc of Gabriels in the amount of \$3,724.15 to include the electrical inspection and building permit to replace the 9 interior light fixtures in the Town Garage and add a manual transfer switch to the Town Hall for a generator.

ROLL CALL VOTE: Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0

Resolution #72 declared duly adopted

2. Town Clerk- Elaine Sater:
 - a. Total Revenue to Supervisor as of October 31, 2018, was \$189.25 for: 3 Sport Licenses, 1 Certified Copy; 1 Park Donation, and 2 Dog Licenses renewed.
 - b. October 4 - Distributed the Tentative Budget for 2019 to the Town Board
 - c. October 19 - Posted notice for Public Hearing on Thursday, October 25 at 6pm for the Preliminary Budget for 2019
 - d. Town Clerk’s Office will be closed Tuesday and Thursday, November 20 and 22.
 - e. TOWN HALL REQUESTS: None
 - f. TOWN PARK REQUEST: None

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- g. RECORDS MANAGEMENT: Completed Indexing Vol 5 of Minutes 1965-1967
3. Historian - Elaine Sater: Report received prior to meeting
- a. There were three inquires about Town History
 - 1) One was a Strack family member looking for pictures of Weller Farm house on State Route 86, near where MC Motors is located. Her grandfather Louis P Strack lived there. He is mentioned in the minutes as a Town Official in the 1930s.
 - 2) One was an anonymous letter with a metal tag with the name L J Betters and Paul Smiths, NY on it. There were also the initials KOTM on a tent on it. It was determined it was from an organization called "Knights of the Macabees". Mr Betters is buried in St. John's cemetery.
 - 3) A third inquiry was by email, some one is researching tragedies in the Adirondacks, sent them to Paul Smith's College library for information.
 - b. Received a request for a description of the municipal "Flag", the inquirer was informed that there is no "flag" for the Town and he should try the other Town of Brighton in Monroe County.
 - c. On November 9, 1967, the office of Deputy Superintendent of Highways was established and James Titus was the first appointed to the office.
4. Tax Collector - Holly Huber: No Report received
Town Clerk was notified that the Tax Collector's phone number has been changed to 518-524-5575.
5. Town Justice - Nik Santagate: Report received prior to meeting
Supervisor Peter Shrope received a check in the amount of \$ 3,628.00 and the Town Justice reported he disposed of 30 cases for the month of October
6. Code Enforcement Officer (CEO) - Paul Blaine: Report received prior to meeting
- a. Four (4) Building Permits (BP#18-029 thru 032) were issued in October
 - b. Purchased new laptop
7. Assessor- Roseanne Gallagher: Report received prior to meeting
Continuing to collect data, now in Gabriels area
8. Animal Control - Tri Lakes Humane Society: No report
9. Supervisor - Peter Shrope:
- a. Budget as of October 31, 2018, was provided to Board members:
 - b. Revenues for October will be deposited on November 9: \$3,628.00 from Town Justice, \$189.25 from Town Clerk, and \$1,592 from Franklin County for mowing contract
 - c. NYCLASS interest received for the General Fund was \$189.04, total in account is \$107,922.83 (\$20,000 for Town Hall) and Highway Fund was \$72.03, total in account \$41,129.40.
 - d. NYMIR representative inspected the Town, he found minor details and made recommendations, for every \$1 the town has spent on insurance, NYMIR has spent .17 to provide insurance to the Town.

ACCEPT/AMEND MINUTES

- Regular Board – October 11, 2018

Motion made by Amber McKernan, second by Lydia Wright, to accept the minutes of the Regular Board meeting of October 11, 2018 as written, **Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0**

- Public Hearing -Preliminary Budget 2019 - October 25, 2018

Motion made by Amber McKernan, second by Lydia Wright, to accept the minutes of the Public Hearing for the Preliminary Budget of 2019 on October 25, 2018 with the following changes: Heading and first sentence change 2017 to 2018. **Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0**

CITIZEN COMMENTS: The Board commented on how nice Frank Appleton's new lawn looks. (He is a faithful attendee to the Town Board meetings)

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BUSINESS

1. **Medical Hazardous Waste Drop Box - Supervisor Peter Shrope:** Received a call from the NYS Department of Health (DOH) asking if the Town would like a Medical Hazardous Waste Drop Box somewhere in the Town, the NYS DOH would monitor it. After much discussion it was determined there was no safe place on Town property to leave such an item where it would be protected from vandalism.
2. **Preliminary Budget 2019 - Supervisor Peter Shrope:** Public Hearing was held and no changes made to Budget for 2019

RESOLUTION #73-2018

ADOPTED BUDGET FOR 2019

Motion made by Supervisor Peter Shrope, second by Amber McKernan,

WHEREAS, the Town Board held a Public Hearing on the Preliminary Budget for 2019 on October 25, 2018, and WHEREAS there were only positive comments from the public concerning the Budget for 2019, NOW THEREFORE BE IT RESOLVED that the Town Board adopts the Preliminary Budget as the Final Budget for 2019 as follows:

GENERAL FUND

Appropriations	\$ 422,017
Revenues:	60,234
Less Fund Balance:	18,338
Amount to be raised by Taxes:	\$ 343,445

HIGHWAY FUND

Appropriations	\$ 335,507
Revenues:	108,953
Less Fund Balance:	7,061
Amount to be raised by Taxes:	\$ 219,493

FIRE PROTECTION FUND

Amount to be raised by Taxes:	\$ 94,558
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STREET LIGHTING FUND

Appropriations:	\$900
Less Fund Balance:	500
Amount to be raised by Taxes:	\$400

ROLL CALL VOTE: Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0

Resolution #73 declared duly adopted

3. **Saranac Lake Volunteer Rescue Services (SLVRS) Contract for 2019 - Supervisor Peter Shrope:** Received a contract from the SLVRS for 2019 to provide rescue services and transportation.

RESOLUTION # 74-2018

EMERGENCY RESCUE SERVICES FOR 2019

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

RESOLVED that the Town Board accepts the contract from the Saranac Lake Volunteer Rescue Services, Inc., from Saranac Lake, to provide rescue services and transportation to the Town of Brighton during 2019 for the amount of \$30,144; and

BE IT FURTHER RESOLVED that the Supervisor be authorized to sign the contract.

ROLL CALL VOTE: Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0

Resolution #74 declared duly adopted

4. **Sexual Harassment Policy - Supervisor Peter Shrope:** Received information that NYS Law is changing and training will be required; more information will be provided at the December meeting.

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5. **Watershed “Lake Steward” Position for Osgood Lake - Supervisor Peter Shrope:** Discussion was held on creating a Town position to provide payroll oversight for a Lake Steward on Osgood Pond. The lake is designated by NYS Department of Environmental Conservation (DEC) as low risk for invasive species. The Board did not know the designation of the boat launch. Supervisor Peter Shrope received information from the Franklin County Civil Service Office concerning the job description. There is not a position description for a lake steward currently on file at the County Civil Service Office. The County would have to go through their process through New York State to create the position. A Town employee or official would have to supervise the position. In the Memorandum of Understanding (MOU) from the Osgood Pond Association (OPA), they state the Adirondack Watershed Institute (AWI) would be supervising the position as there are certain qualifications the supervisor has to meet. Supervisor Peter Shrope said he is receiving emails from OPA members discussing this issue. He restated the Town Board’s policy of not doing Town business through email. The motion from September was left tabled.

COMMITTEES:

Park and Recreation - Supervisor Peter Shrope and Amber McKernan: Amber McKernan said the basketball hoop was being used. Thank you to Superintendent of Highways Andy Crary for fixing the swing. Supervisor Peter Shrope said he called to have the port-a-potty removed until May.

CITIZENS COMMENTS: None

AUDIT OF VOUCHERS:

RESOLUTION #75-2018

PAYMENT OF AUDITED VOUCHERS AS LISTED ON THE ABSTRACTS

Motion made by Amber McKernan, 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 2018 General Funds in the amount of \$498.48 and STREET LIGHTING FUNDS in the amount of \$61.34

GENERAL FUND: Abstract #12 for Voucher #193 through and including #205 for 2018 funds in the amount of \$5,047.89

HIGHWAY FUND: Abstract #13 for Voucher #112 through and including #120 for 2018 funds in the amount of \$8,098.83

ROLL CALL VOTE: Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0

Resolution #75 declared duly adopted

ADJOURNMENT

Motion to Adjourn the meeting at 8:20pm made by Lydia Wright, second by Steve Tucker, Aye 5 (McDonnell, McKernan, Shrope, Tucker, Wright), Nay 0

Respectfully Submitted,

Elaine W. Sater, RMC
Brighton Town Clerk