

The Special Meeting of the Town Board of the Town of Brighton was held Monday, January 22, 2001 at 7:00 p.m. at the Brighton Town Hall, Paul Smiths, NY, with the following:

PRESENT: Deputy Supervisor Roger Smith
Council Members: Linda Dobson
John Quenell

ABSENT: Supervisor Christopher Leifheit and Council Member Alicia Bodmer

OTHERS PRESENT: Elaine Sater-Town Clerk and Don Oliver-Superintendent of Highways

RESIDENTS: There were no residents present.

Meeting was Called to Order by Deputy Supervisor Roger Smith at 7:02 p.m. He stated **the Purpose for the meeting was to discuss the Brighton Clean Up Project.**

Notification was made by Fax to the Adirondack Daily Enterprise on January 16, 2001 and a notice was posted in the Paul Smiths, Gabriels, and Rainbow Lake Post Offices on January 17, 2001.

The meeting was turned over to Linda Dobson to lead the discussion.

The task list was reviewed and nothing else was added.

The insurance coverage for a minimum of \$500,000 in liability will be looked into by John Quenell

The contract calls for a separate Bank Account and record keeping. Christopher Leifheit will be assigned this task.

A separate CLASS account can be set up for the grant funds. Linda Dobson will be the second signer on the checks.

Vouchers and receipts must be kept on all expenses. Don Oliver will track the cost of equipment, man-hours, and fuel used by the highway.

Linda Dobson will call to find out when to expect the money.

Tasks:

Publicity: To be ready 2 weeks before start date

Posters will be created by Alicia Bodmer

Display Ad for Adirondack Daily Enterprise will be created by John Quenell

Brighton Bulletin will have an announcement

Public Service Announcement will be done by Linda Dobson and Christopher Leifheit. This will run a week prior to the start date. Radio and TV stations will be used. Roger Smith will get Linda Dobson a list of what the Fire Department uses to announce their dinners.

Mailing: to be done two weeks prior to start date

John Quenell and Don Oliver will work up a letter of details for how the clean up will happen, lists of what will be picked up and what won't.

Highway Department needs to be ready to pick up everything within two weeks. Don would like two vehicles to help pick up items to keep them separate. Needs to determine how to best divide up town for pick-up. Would like to eliminate brush and leaves and all items the landfill will not take. Linda Dobson will find out what the landfill won't take.

Abandoned Vehicles: Roger Smith will coordinate this event. Contact a not-for-profit organization to see if they are interested in the vehicles. Ask about proof of ownership. John Quenell and Don Oliver will be available for contact points for questions and notification to pick-up. Should have a deadline of 3 days before pick-up of vehicles.

Date of Event: Would like to try the first two weeks of May (April 30 to May 11) depending on funding and weather. Need a contact person during the week to help with questions and problems.

Next meeting is tentatively scheduled for February 19, 2001 at 7:00 p.m.

Motion made by Linda Dobson **to adjourn the Special Town Board Meeting at 8:05 p.m.**, second by John Quenell; Aye 3, Absent 2

Respectfully submitted,

Elaine W. Sater
Brighton Town Clerk