

A Special Meeting of the Town Board of the Town of Brighton was held on Thursday, March 18, 2004, at 5:00 p.m. at the Brighton Town Hall, Paul Smiths, NY, with the following:

PRESENT: Supervisor Robert Tebbutt and Council Members: David Knapp, John Quenell, and Steve Tucker

ABSENT: Council Member Lydia Wright

OTHERS PRESENT: Elaine Sater - Town Clerk, Don Oliver - Superintendent of Highways, Amber McKernan - Tax Collector, Nik Santagate – Justice, and Bob Byno - Maintenance

RESIDENTS: There were two residents present.

Meeting was Called to Order by Supervisor Robert Tebbutt at 5:03 p.m. The purpose of the meeting is to tell the Board that the Bookkeeper has resigned and to contract with a CPA firm in Malone and to discuss the Highway Garage Project.

Notice of the Meeting was faxed to the Adirondack Daily Enterprise on Tuesday, March 16, 2004, and posted on the Town Clerk's Sign Board. On Wednesday, March 17, notice was posted in the three Post Offices and at local businesses in the Town.

- 1. CONTRACT WITH CPA FIRM FOR BOOKKEEPING SERVICES:** Checks will be mailed out by the bookkeeping services. The Supervisor will make the bank deposits. The firm currently does this same service for another town in Franklin County. Amber McKernan asked if she would have any problem obtaining her "petty cash" check since she has had to pick it up from the Bookkeeper in the past to get money. Elaine Sater asked how the invoices would get to Malone to be sent with the checks. Nik Santagate asked if the date the payroll checks are cut would change to correspond with the end of the pay period. Currently the paychecks are cut before the end of the pay period and this has caused problems with the Court Clerk's pay. Supervisor Robert Tebbutt said these are all things that will need to be worked out. He would be visiting with the Bookkeeping service on Friday to take them the Town's information.

RESOLUTION #58

AUTHORIZATION TO CONTRACT FOR BOOKKEEPING SERVICES

Motion made by Supervisor Robert Tebbutt, **second** by David Knapp, **to wit:**

WHEREAS, the appointed bookkeeper has resigned her position due to relocating,

RESOLVED that the Supervisor be authorized to sign a letter of engagement (attached) with McKee, Empsall & Seyfarth CPAs PLLC for bookkeeping services for a fee of \$375.00 per month to start immediately, Aye 4 (Tebbutt, Knapp, Quenell, Tucker), Abstain 0, Nay 0, Absent 1 (Wright)

Resolution #58 declared duly adopted.

- 2. LAPTOP COMPUTER:** The Bookkeeper needs to return the laptop computer purchased for the office. The computer is available for the Tax Collector to use if the programs needed are available on it. The computer could be used by the Town to replace the one at the Town Hall.
- 3. HIGHWAY GARAGE PROJECT (David Knapp and Steve Tucker):** Two bids have gone out for bid in the past. These bids were rejected. They looked through the bids to determine the footprint and costs. The footprint for the building did not change (120' X 60') but a cold bay storage was added instead of a heated bay. The roofline over the administrative building is to be reduced. When they meet with Joe Garso, North Woods Engineering, on Monday, March 22, they will be able to talk about cost of pieces. The agreements for the WICKS law and the prevailing wage parameters apply since it is a municipal building. This project cannot be compared to the new Fire Hall because that building was built without municipal funding and it is wood. Sweat equity was used to reduce the labor costs. Further discussion was held on possible increase in costs 40% since last year. The WICKS law and prevailing wage adds to the cost of the project also. Construction material has also gone up in cost. OSHA laws and construction methods have changed over the years. Supervisor Robert Tebbutt said the Board has to control the purse strings of the taxpayers. The Board has worked very hard to keep the budget down. The Board has tried to make sure the Highway Department has what it needs to do its job. The public has repeatedly said what the Board is doing is not what the public wants. He would

like the public to come to the meetings and tell the Board what they want. The public needs to stop putting pressure on the five board members. Five people have contacted the Supervisor and one person said they couldn't afford the increase. The highway garage has to be replaced because of its age. People have to stop criticizing and signing petitions so the Board can build a new garage so the cost won't go any higher. He would like to write a letter to all the signers of the petition and let them know they should come to a meeting and express their concerns to the board. David Knapp said he would like a figure for the public. To cut the cost the building can be downsized by 20' sections. The footprint could remain the same but build the building smaller. Steve Tucker said it's more expensive to add 20' sections later. There was a discussion of how different things will affect the cost. Every year the building is put off it will only cost more. An information sheet with figures and comparisons is needed for the Public Hearing on April 1. A discussion was held on what to put on these information sheets. David Knapp said the engineer told him the best time to go to bid is in December when contractors are looking for jobs. Supervisor Robert Tebbutt wants to go to bid for a construction start date of August if the bond is approved. The bids from last year were only \$20,000 different and that is not a lot of difference. To cut costs heating zones could be changed. The roofline reduction should also cut the costs. To add more zones would increase the cost. Why can't the current building be renovated? It can be done but the cost would be much more than building a new building. Figures are needed to show the difference. The square footage of the old building is close to the heated space of the new building. Could shortening the building from 60' to 50' reduce the cost for the steel? The type of steel changes if the size is reduced. The size was considered so two vehicles could be in one bay. The compromise might be to leave equipment outside while working on others. Supervisor Robert Tebbutt asked that two board members attend the meeting with Joe Garso.

Supervisor Robert Tebbutt called for a Special Board meeting on Monday, March 22, 2004, at 5:00 p.m.

CITIZENS COMMENTS:

Amber McKernan – County Road 60: The information you have just discussed needs to be gotten out to people.

Supervisor Robert Tebbutt asked how does the Board get to the “people” everyone is always talking about.

Amber McKernan asked if it was legal to contact people who signed the petition.

Supervisor Robert Tebbutt said he asked the Attorney for the Town and he said is was perfectly legal to do so. He is not trying to embarrass anybody. He just wants people to come to the public hearing.

David Knapp said he through it was more an ethical or moral issue. More than just the petition signers should be contacted. Information should be made available by letter or phone call.

John Quenell said the meeting on Monday night would be a better time to discuss whether a letter should be sent out now or wait for the Public Hearing.

David Knapp said there is a wide disparity of income in this area. Many people are affected differently.

Tom McKernan – County Road 60: It would be a better idea to send a letter than to make phone calls to people who signed the petition.

AUDIT OF VOUCHERS:

RESOLUTION # 59

AUTHORIZATION TO PAY VOUCHERS

Motion made by John Quenell, **second** by Steve Tucker, **to wit:**

RESOLVED to authorize the Supervisor to pay the vouchers as listed on the Abstracts as follows:

GENERAL FUND: Abstract #4 for Vouchers #43, #94 and #95 for funds in the amount of \$6,389.25

Aye 4 (Tebbutt, Knapp, Quenell, Tucker), Abstain 0, Nay 0, Absent 1 (Wright)

Resolution #59 declared duly adopted.

NEW BUSINESS:

1. **E-MAIL:** Supervisor Robert Tebbutt thanked Steve Tucker for getting on email. He would like

this to be the official way people are contacted on the Board. David Knapp asked that he get a phone call if there is an item that needs his immediate attention since he checks email early in the morning and can't always get back to it during the day. Steve Tucker said he would rather have a phone call because it's easier to see the answering machine flashing than to log onto the computer.

2. **PUBLIC HEARING:** David Knapp asked different board members to gather information to have for the public hearing on April 1. The Board needs to inform the people who voted on the last bond issue. David Knapp was surprised at the number of people who turned out to vote. John Quenell had information on cost per mile of rural highways. The cost-per-mile studies show between \$15,000 and \$22,000 to maintain roads. Our town costs \$15,300 per mile to maintain the roads. The bond would add \$35,000 per year to this cost. One town with 10 miles of town roads contracts with its county to maintain the roads for \$100,000 a year or \$10,000 per mile.
3. **TOWN HALL CITIZEN'S COMMITTEE:** Supervisor Robert Tebbutt said he couldn't see spending money on the Town Hall until the Town Garage was built. He is concerned that the committee is moving along strongly and will be asking for funding from the Board before the garage is built. The Town Hall doesn't need any work on it right now but the garage needs to be replaced. David Knapp said that is why the committee broke down the project into three phases. Maintenance needs to be done on Town buildings. Supervisor Robert Tebbutt asked Steve Tucker to express this concern to the committee.

Motion made by Steve Tucker **to Adjourn the Special Board Meeting at 6:30 p.m.**, second by John Quenell, Aye 4 (Tebbutt, Knapp, Quenell, Tucker,) Abstain 0, Nay 0, Absent 1(Wright)

Respectfully submitted,

Elaine W. Sater
Brighton Town Clerk