

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

August 24, 2010

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A Special Meeting of the Town Board of the Town of Brighton was held on Tuesday, August 24, 2010, at 12:30 p.m. at the Town Hall, 17 County Road 31(aka Jones Pond Road), Paul Smiths, NY, with the following:

CALL TO ORDER:

Meeting was Called to Order by Supervisor John Quenell at 12:45 p.m.

ROLL CALL OF OFFICERS

PRESENT: Supervisor John Quenell

Council Members: Jeffrey Leavitt, Peter Shrope, and Steve Tucker

ABSENT: Councilmember Lydia Wright

OTHERS PRESENT: Elaine Sater - Town Clerk

RESIDENTS: There were two residents and a representative of the media present

GUESTS: Gayle Underhill-Plumb, Regional Grants Officer for NYS Office of Parks, Recreation, and Historic Preservation

NOTICE OF MEETING: Notice of this meeting was mailed by Supervisor John Quenell, dated August 22, 2010.

TOWN HALL PROJECT:

Gayle Underhill-Plumb from the Thousand Islands Region of the NYS Office of Parks, Recreation, and Historic Preservation presented information to the Town Board concerning the grants administered by her office. She is in charge of administering the Legislative 2004 grant from Senator Betty Little for \$40,000 and the State Historic Preservation Office (SHPO) 2008 Environmental Protection Funds (EPF) matching grant of \$200,000. The EPF funds are encumbered each year if not used; they are available for five years. The Legislative grant has to be made available each year and is being use as matching funds for the EFP grant. NY State laws have to be followed for the grants. SHPO started reviewing the plans for the Town Hall Project and is waiting for the Town's reply to three concerns not consistent between the grant application and the plans. The replacement of windows, the reinforcement of roof framing that is undersized for snow load, and the remedial drainage work needed outside the building are in the grant application but not addressed in the plans. The Town needs to address these issues before SHPO can proceed any further with its review. The process for approval takes about 40days. Due to the size of the project (over \$100,000) it is subject to the "Minority/Women Owned Business" law when it goes out to bid. SHPO has to approve the company that gets awarded the bid. Discussion was held on how to proceed with the project. There are not enough funds to complete the whole project. The project can be divided into phases. The structural work should be addressed first. The Town can be its own General Contractor. The funds from the Senator Betty Little grant can be used toward expenses incurred since the award date of the grant but have to be used for the purpose in the Letter of Intent.

Supervisor John Quenell distributed a project item list for "Phase 1" items to be reviewed by the Town Board. He set a **Special Meeting for Thursday, August 26, 2010 at 7:00 p.m.** to discuss the Town Hall project items list.

RESOLUTION #84

TOWN HALL PROJECT PLAN UPDATE

Motion made by Jeffrey Leavitt, second by Peter Shrope,

RESOLVED that Supervisor John Quenell be authorized to contact Crawford and Stearns to update the Town Hall Project plans by addressing the recommendations made by the State Historic Preservation Office (SHPO) in an email dated April 14, 2010 from Christine Capella-Peters (CEN) addressed to Gayle Underhill-Plumb and also Cate Blakemore, John Quenell, and Carl Stearns.

ROLL CALL VOTE: Aye 4 (Leavitt, Quenell, Shrope, Tucker), Nay 0, Absent 1 (Wright)

RESOLUTION #84 declared duly adopted.

ADJOURNMENT

Motion to Adjourn at 1:55 p.m. made by Jeffrey Leavitt, second by Peter Shrope, Aye 4 (Leavitt, Quenell, Shrope, Tucker) Nay 0, Absent 1 (Wright)

Respectfully Submitted,

Elaine Sater, Brighton Town Clerk