

**The Special Meeting of the Town Board of the Town of Brighton was held on Thursday, October 2, 2003, at 7:00 p.m. at the Brighton Town Hall, Paul Smiths, NY, with the following:**

**PRESENT:** Supervisor Robert Tebbutt

Council Members: Alicia Bodmer  
Linda Dobson  
John Quenell  
Steve Tucker

**ABSENT:** None

**OTHERS PRESENT:** Elaine Sater-Town Clerk, Donald Oliver - Superintendent of Highways, Nik Santagate-Justice, Amber McKernan – Tax Collector

**GUESTS:** David Knapp and Rouse Fountain - Town Garage Advisory Committee

**RESIDENTS:** There were 12 residents present

**Meeting was Called to Order** by Supervisor Robert Tebbutt at 7:00 p.m.

**Public Notice** was published in the Adirondack Daily Enterprise on September 25, 2003 and posted on the Town Clerk's Signboard. A notice was placed in the three post offices and local businesses.

**NEW BUSINESS:**

1. **TENTATIVE BUDGET 2004:** The Town Clerk passed out the Tentative Budget for 2004 to the Board members.
2. **COPIER:** Town Clerk reported that there was a toner spill in the copier. John Quenell left a note to warn user and called Lockrows to come in and clean it up. The toner was spilled inside the machine, down all the drawers, and onto the floor. The copier contract expires this year and now should be replaced. The spilled toner is causing the paper to have black streaks, especially when the duplexer is used. This has caused a slow down in getting items copied, such as the public hearing minutes and the ballots for the Special Election.
3. **ADIRONDACK PARK AGENCY PROJECT 2003-60:** Received a letter (attached) dated September 26, 2003, from the Adirondack Park Agency, Re: Project 2003-60 (Town Highway Garage Project), the Supervisor has to sign the letter to suspend the Agency's time clock for issuance of Permit 2003-60 as currently proposed, until November 5, 2003 after the Town's public referendum on the project. The referendum is scheduled for October 7, 2003.

**RESOLUTION # 82**

**AUTHORIZATION TO SIGN APA LETTER FOR TOWN GARAGE PROJECT**

**Motion made by Alicia Bodmer to authorize Supervisor Robert Tebbutt to sign the letter attached from the Adirondack Park Agency dated September 26, 2003, suspending the Agency's time clock for issuance of Permit #2003-60 as currently proposed for the Town Highway Garage Project, until November 5, 2003, after the Town's public referendum on the project, second by John Quenell, Aye 5.**

**Roll Call Vote:**

Supervisor Robert Tebbutt		Aye
Council Members:	Alicia Bodmer	Aye
	Linda Dobson	Aye
	John Quenell	Aye
	Steve Tucker	Aye

**Resolution #82 declared duly adopted.**

**OLD BUSINESS:**

1. **LOG TRUCKS ON KEESE MILLS ROAD:** Received letter from Paul Mitchell Logging, Inc. stating the start time of 4:30 a.m. for his log truck drivers and a speed limit of 25 mph in the 30 mph zone
2. **RETROACTIVE PAY:** Budget 2003 reflects a 25-cent per hour raise for the Park Attendant that he never received.

**RESOLUTION #83**

**AUTHORIZATION TO RETROACTIVELY PAY PARK ATTENDANT 25-CENT RAISE**

**Motion made by Steve Tucker to authorize the retroactive pay raise of 25-cents per hour to 1 January 2003 as per the 2003 Budget for the Park Attendant, second by John Quenell, Aye 5**

**Roll Call Vote:**

Supervisor Robert Tebbutt		Aye
Council Members:	Alicia Bodmer	Aye
	Linda Dobson	Aye
	John Quenell	Aye
	Steve Tucker	Aye

**Resolution #83 declared duly adopted.**

3. **TOWN HIGHWAY GARAGE PROJECT:** David Knapp and Rouse Fountain from the Highway Garage Advisory Committee presented the Committee's findings from 2 meetings. The committee met on September 15 and looked at the current garage. The garage was built over 50 years ago and

the building is deteriorating from the footers to the roof. There is no fire retardant material in the building. Safety and health problems are a concern for the future. David Knapp met with North Woods Engineering to discuss the project. He showed the July 2003 drawing that went out to bid from North Woods Engineering.

They addressed questions brought up by the Citizens Committee. The second floor was taken out before the 2<sup>nd</sup> bid. It cost \$94 a square foot for the load-bearing floor. To put in archival records storage the cost would escalate for the 2<sup>nd</sup> floor. The 3-hour fire rated walls and ceiling and the humidity and climate control features would be \$90,000.

The overhead door in the rear of the building would cost \$18,000 to install. This would cause structural change to the back of the building.

The cost to reduce the overall size of the building would be \$32,000 to \$40,000 per bay. The metal building cost is \$15 per square foot. The concrete for the footing foundation and floor with in-floor heating could not be priced out.

The difference between in-floor heating and conventional heating (forced air) varied in two bids received by Saranac Lake for their garage. (\$77,000 in-floor versus \$34,000 forced hot air and \$78,000 in-floor versus \$18,000 forced hot air.

The committee determined the current plan was adequate for the new Town Highway Garage.

The floor was opened to the citizens for comments

***CITIZENS COMMENTS:***

**Pat Willis-Garondah Road:** If two bays were cut out, does the savings reduce the same amount?

**David Knapp:** Not necessarily, the size changes are priced per square foot.

**Willie Sheridan-Wardner Road:** There is a lot of room between the vehicles in the bays. Several citizens are concerned about the large size of the garage.

**David Knapp:** Would like to have the highway set up the vehicles and equipment out behind the garage to see how they fit. The building has to be built to fit the equipment.

**Bob Griffin-County Route 60:** Other towns have garages that are too small – what size is the current building? The building should be large enough so it doesn't have to be added-on to in the future.

**David Knapp:** The current building is 5,860 square feet; the projected building is 7,200 square feet, a difference of 1,340 square feet. One bay is 1,200 square feet.

**Robert Tebbutt:** He visited several garages in the area and the three major concerns of other Superintendent of Highways was the lights need to be off set so the workers can see under the trucks, in-floor heating is necessary to work under the trucks, and the buildings need to be bigger.

Someone asked if the Town offices could be added on at the same dollars per square foot.

**Dave Knapp:** Said no, because the systems are still included in the price without the offices.

**Steve Horne-State Route 30:** Asked if the garages the Town Board looked at were in the Adirondack Park?

**Robert Tebbutt:** North Lawrence is outside the Park, but Saranac, Saranac Lake, Dickinson, St. Regis Falls, and the State Garage on Route 3 were in the Park.

**Willie Sheridan:** Dickinson has a garage without utilities 36 X 60 square foot that cost \$15,000 to build; it is for storage only with a salt shed attached. The Town of Brighton should look into this option.

**Robert Tebbutt:** It is more cost effective to go with the current design. The longer the building is put off the more it costs. The current building is now 50 years old. The new building will be all steel and concrete.

**Steve Horne:** The Town is maximized now for roads. The equipment will not increase in the future. The Town has other storage needs now for Town records. A 10'X10" room should be large enough for a break room for 4 people.

**David Knapp:** The break room in the planned building is 25% smaller than the room in the current building.

**Robert Tebbutt:** The room will be used for a locker room, a rest area, and a kitchen. It is now 28' X12' and will be 24' X 12' in the new building.

**Steve Horne:** A records storage area would be eliminated from the Town Hall restoration if a records storage area were added now to the highway garage project.

**Robert Tebbutt:** The records storage area was to be added to the Town Hall restoration.

**Lydia Wright-Keese Mills Road:** Rouse Fountain and David Knapp have taken the time to explain this project to the people. If this had been done back in the spring then the Town residents wouldn't be here now. The request for storage is important to the Town residents. These are historical records and proper storage for archives should be available. Why is this being left out of the picture?

**Robert Tebbutt:** The town's records should not be in the garage where they can get dirty.

**Pat Willis:** There needs to be an independent evaluation of Town records to determine what the need is for records space. The garage is needed now. The Town will have to pay for it later.

**Art Robinson-Split Rock Road:** There needs to be a compromise. There is enough room at the end of the break room to make a 7'X12' records room.

**Robert Tebbutt:** When the new bid goes out an option can be to add a records room.

**Nik Santagate - State Route 30:** Didn't someone already come a look at the Town's records?

**Elaine Sater-Town Clerk:** Yes, the State Archives field representative did.

**Willie Sheridan:** Didn't the Town Judge show the board at the last board meeting two files that were about 12 inches thick that need to be kept for 25 years?

**Alicia Bodmer** said she likes the idea of adding the room.

**Tracy Santagate-State Route 30:** The Board put out the first bid with offices without doing an assessment of the Town needs. The plan was done with only the Superintendent of Highways input and none of the other Town Officials were given time for input. The Town Board should not defer only to the Superintendent of Highways input but should listen to what other elected officials say also. The issue of the records storage came up when the Town Officers were added to the original plan.

**Robert Tebbutt:** This is not true - Town officials were also asked for input into the plan. A letter was sent to the Town Officials requesting input. He spoke to Judge Santagate at a meeting that was called by the Town Clerk to discuss the addition of Town Offices to the plan.

**Tracie Santagate:** This meeting was called after the original plan was presented to the board. The judge was out of town when the plan was made.

**Nik Santagate:** What sort of assessment was done for the Town Hall? What are the Town's needs? Did the engineer ask for the needs assessment before he created the plan?

**Robert Tebbutt:** A letter was given to all the Town's Officials for input.

**Willie Sheridan:** The plan was brought up at a Board meeting right after the letter was distributed.

**Nik Santagate:** The assessment of the Town Hall was done after the fact when the Town Clerk called a meeting after she saw the plan presented at a board meeting.

**Art Robinson:** Recommends that the break room which is currently 12'X24" be made into 17' X 12' for the break area and 7'X12' for records storage.

**Steve Tucker:** When the plan first came out there was storage with the offices. The new plan was to store the records in the Food Pantry Closet in the Town Hall.

**David Knapp:** Usually when an architect designs a building they meet with all the concerned parties to discuss the design.

**Don Oliver:** Two years ago he was asked to design a garage to replace the existing one.

**David Knapp:** He is confused about where the design came from for the Town Offices if no assessment was done. What was the engineer's opinion on the design? Does it meet the need and wants of the Town?

**Robert Tebbutt** asked if the records would fit in the closet in the Town Hall?

**Elaine Sater:** Yes, the records will fit but they will not be protected in the closet. In 1988 the Town Board passed a resolution to have the archival record storage built in the town garage. That room is not fire proof either so many of the records are still in the vault that is fire protected.

**Diane Griffin-County Route 60:** What is the breakdown of roads in the Town for which the Highway is responsible and how much equipment is stored?

**Don Oliver:** There are 21 miles of Town Road, 7.7 of County Roads, there are 4 trucks and 5 other pieces of equipment to store. The Town of Franklin has more miles and they store their equipment outside.

**Willie Sheridan:** The Town of Lawrence has more miles of roads.

**Art Robinson:** Can't compare equipment by the miles of road.

**Bob Griffin:** The new \$125,000 truck should be protected from the weather.

**Tom Willis:** Has a technical question. What happened to the wall for the food pantry storage area?

**David Knapp:** The wall was taken out from the plan before the 2<sup>nd</sup> bid. The builder should build it in so it is covered by the maintenance warranty for the first year.

**Don Oliver:** The recommendation is for the wall to be built.

**Rouse Fountain:** The stairs in the Town Hall and the parking are the reason for the food pantry to be put in the new garage.

**Robert Tebbutt:** The room needs to have doors and windows to be used as a food pantry if a wall is put in. This all costs more money.

**Amber McKernan-County Route 60:** If the wall is left out where will the funds come from to build it later and how will it be connected to the garage?

**Robert Tebbutt:** Is the records storage area in the garage for short term until the Town Hall restoration is addressed?

**Steve Horne:** A short-term need is not sufficient. Records storage was part of the Town offices in the beginning and it should be permanent in the Highway Garage.

**Robert Tebbutt:** When the Town Officers were removed from the highway garage building the firewall was removed. It was taken out of the bid because of the cost.

**Steve Horne:** Can he find out what the bid was and can it be an alternate bid on the final plan?

**John Quenell:** If a storage records room is built into the garage then it is not a temporary fix.

**Robert Tebbutt:** The break room is already 25% smaller than the one in the current garage.

**Rouse Fountain:** Would like to know what size records room is needed. He said he could put all the records that are now stored in the Town Garage in the back of his truck. He was told half the records could be thrown away.

**Elaine Sater:** The records in the vault are fire protected, that is why they are not stored above the garage at this time. The vault is full with no room for future records. One hundred and fifty years of Assessor and Tax Collector books that are permanent records are stored above the garage, along with the School District records and 20 years worth of planning files and court records.

**Steve Horne:** The County has a smaller break room that is servicing about 40 people.

**Alicia Bodmer:** The break room is a good size for the employees.

**Art Robinson:** What is the referendum vote for?

**Alicia Bodmer:** The referendum vote is for the funding of the Highway Garage Project.

**Art Robinson:** Will the bids go out for the plan in place now if the funding is approved?

Alicia Bodmer and Robert Tebbutt said the plans have not yet been determined for the project.

**Pat Willis:** Asked if there will be more bids received once the funding is in place?

**Robert Tebbutt** said that the money is for several different parts of the project. Short-term interest rates are 2% and long term is 5%. The cost to borrow over 25 years is very low now.

**Pat Willis** asked if the bond is passed would the current design be used?

**David Knapp** asked if the design has to be approved by the people?

**Robert Tebbutt** said the Board had not approved the design yet.

**Rouse Fountain** said that an addition with adequate fireproofing could be built on next to the 20' X 20' food pantry storage area.

**Bob Griffin** said he couldn't see breaking up the records storage area; the records should all be together.

**Diane Griffin** asked if the food pantry couldn't be moved somewhere else.

**Rouse Fountain** said the food pantry was important to the Town residents; the seniors need it.

**Alicia Bodmer** said that Barb Marshall does a good job with the pantry.

**David Knapp** asked is the roof over the garage offices could be dropped down to one level since the space above will not be a 2<sup>nd</sup> floor and would be just wasting heat. The building could be extended to make the records room accessible from the outside. This kind of dialogue between people is better.

**Rouse Fountain** said the APA wants the building moved back 30 more feet from the road.

**Steve Horne:** If this were discussed earlier there would be no need to have a referendum vote now.

**Diane Griffin:** If this bond is passed will it be enough funding to cover the whole project?

**Rouse Fountain:** It might not be enough.

**Jim Russ-Wardner Road:** Cutting out one bay could reduce the cost of the project.

**David Knapp:** It might not necessarily cut costs to remove a bay.

**Jim Russ** said he thought it frivolous to make the garage too large, and then have to heat and maintain it.

**Rouse Fountain:** All the equipment needs to fit inside to protect it.

**Willie Sheridan:** The space between the vehicles and equipment is large. A \$15,000 building would not have to be heated to hold the extra equipment.

**Alicia Bodmer:** The APA would have to allow a 2<sup>nd</sup> building. The land rights would have to be purchased from Paul Smith's College.

**Rouse Fountain:** The workers need to be able to move the equipment around to work on it; such as welding the plow inside the garage.

**Willie Sheridan:** The space for the plow is 13' wide and 35' deep. The door to the garage is 16' so there is plenty of space for welding.

**Robert Tebbutt:** There is a 20' section for each bay. The 16' door is standard.

**Willie Sheridan:** The trucks are stored closer together in other garages.

**Robert Tebbutt:** The referendum vote is for raising funds to build a garage. Additional space for the records storage space will be looked at, the design of the building is not set yet.

**Elaine Sater:** The records space requirements are 150 square feet. This was determined when Ann Maria Przybyla from the State Archives Office visited the Town Hall. There is currently 96 square feet of records that need to be stored now and a 30% growth was added in. The vault now has a 2-hour fire retardant wall. (Letter from Town Clerk was given to Board members on May 8, 2003, with this information.)

There were no more comments from the Citizens.

**Motion made** by John Quenell **to Adjourn the Special Board Meeting at 9:06 p.m.**, second by Linda Dobson, Aye 5

Respectfully submitted,

Elaine W. Sater  
Brighton Town Clerk