

**Brighton Smart Growth Grant Committee
Meeting Minutes
January 12, 2009**

1. Progress report – Rebecca

a. Survey

Rebecca presented a draft version of the Brighton Community Smart Growth Survey. The Committee reviewed and discussed the survey. Rebecca will prepare a final draft, print and mail hard copies, and prepare the online version using surveymonkey.com. The survey will be posted for at least two weeks. We will only have the surveymonkey account for a month, so the timeframe cannot be extended. Rebecca will obtain a mailing list of Brighton taxpayers (households) from Mike Quennell that was used for the most recent fire department mailing. Rebecca will begin preparing the survey right away, and will send it out along with a letter explaining what it is, and how to submit. Sheila recommended asking Amber McKernan to show her how to use the folding machine. The town board gave Rebecca approval to send out the survey – the town will buy stamps and they have envelopes that need to be used up. Rebecca will buy the legal-sized paper. Surveys will be sent to the town hall or submitted online. Rebecca will pick up any hard copies of the surveys from the town hall and enter them manually into surveymonkey.

b. Brochure

The committee reviewed Diane’s layout for the brochure. We discussed the title, Brighton Connections. The committee liked the title because it represents our attempts to connect Brighton businesses and residents with each other and with businesses in the surrounding region, but we felt that most people won’t know what “Brighton” is so we need to include Rainbow Lake, Gabriels, Paul Smiths and McCollums in the title. The brochure will be designed as a 4 x 11” booklet, full color, 16 pages. It will be sized to fit into the brochure racks at the Chambers of Commerce and other venues. The brochure will include an intro letter from the town, some facts of interest about Brighton, list of attractions, list of community events, list of volunteer opportunities, and a map of the town. The map will include roads, important buildings (town hall, fire dept, park, Paul Smiths, etc), trails, boat access, gas, food, and paid advertisers. The rest of the brochure will consist of various sizes of business listings and ads. We need advertisers!! If we don’t get enough advertisers, we cannot print the brochure. Rebecca will seek advertisers but will need help from others.

c. GIS Mapping

Leslie presented a progress report on the GIS mapping. She’s been compiling data layers such as water features, wetlands, forestry, roads, etc. She found some interesting information; for example, Brighton is underlain by a huge aquifer under most of the town. Also, there are extensive wetland complexes in Brighton – some of the largest in the Adirondacks - and some may be of environmental significance. Aerial photos show that Brighton is largely forested, with open areas being mostly wetlands and agricultural land. For the report, we will discuss the significance of these wetlands for birding and low-impact tourism. We will also present GIS maps to highlight other economic or tourist-related benefits such as recreational access, local agriculture, loggable forest resources, and water resources.

F.X. Browne, Inc.

2. Old Business

a. Transition Town

No one on the committee had heard of much going on with Saranac Lake's Transition Town initiative, other than the establishment of a community garden at the HHOTT House. Steve Tucker said he'd tried to set one up in the past with little interest. Perhaps now is the time to try again, and Leslie recommended that Steve call Ellen Beberman to offer his fields as spillover garden space.

b. Letter to Supervisors

Rebecca created a draft letter to the supervisors of the neighboring towns to let them know what we are doing with the Smart Growth project. Supervisor Dave Knapp recommended that we wait to send out such a letter until after the plan is complete and posted on the Brighton Website. The letter will make more sense then, to let them know about the plan.

c. Camp Gabriels

Rebecca asked the group whether or not they'd heard anything about the Camp Gabriels closure or replacement. There was some interest from Literacy Volunteers and also from St. Josephs apparently, but nothing concrete – we are still in wait and see mode.

3. New Business

a. MBE/WBE issues

The Town received word that they needed to revise their subcontractors to meet Minority/Women-Owned Business Entity (MBE/WBE) goals. The letter was received after we had been told by our grant administrator that we met requirements and were free to begin work on our project. Our subcontractors are already under contract and have begun work. This project has only two subcontractors and the town felt it was important to work with local organizations and firms, in keeping with the goal of local sustainable economic growth from the Adirondacks, rather than hiring a brochure designer from outside the Adirondacks who would have trouble getting here for meetings and who would be less likely to understand local issues. With assistance and recommendations from our DEC grant administrator, Supervisor Knapp sent a letter to the MBE/WBE office. The Committee discussed the benefits of having Diane get her WBE certification and soliciting a minority-owned business for printing the brochure. The other committee members recalled some horror stories about resolving MBE/WBE issues for other grants, so hopefully this issue can be resolved in a reasonable amount of time, and we will make every effort to comply with the requirements.

b. Local Government Day – March 25

At least one representative from the board should attend (Rebecca will try to attend too):
http://www.apa.state.ny.us/Local_Government/index.html

4. Next meeting – February 23, 2009, 3:30 pm, Brighton Town Hall.