

MINUTES OF TOWN BOARD ORGANIZATIONAL MEETING
OF THE TOWN OF BRIGHTON, COUNTY OF
MONROE, NEW YORK, HELD AT THE
BRIGHTON TOWN HALL, 2300 ELMWOOD
AVENUE, ROCHESTER, NEW YORK
January 2, 2013

PRESENT:

Supervisor William Moehle
Councilmember James Vogel
Councilmember Christopher Werner
Councilmember Louise Novros
Councilmember Jason DiPonzio
Mark Henderson, Police Chief
Timothy Keef, Commissioner of Public Works

Kenneth Gordon, Attorney for the Town
Daniel Aman, Town Clerk
Jerry LaVigne, Director of Recreation
Suzanne Zaso, Director of Finance
Maryann Hussar, Assistant to the Supervisor

MEETING CALLED TO ORDER AT 12:05 PM

APPROVAL OF AGENDA:

Motion by Councilmember Jason DiPonzio seconded by Councilmember Christopher Werner to approve the agenda

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

ORGANIZATIONAL MEETING BUSINESS:

MATTER RE: Ratify the regular meeting schedule of the Brighton Town Board for 2013 (see Resolution #1 and schedule).

Motion by Councilmember Louise Novros seconded by Councilmember James Vogel that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 1 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Ratify the 2013 Brighton Town Hall holiday schedule (see Resolution #2 and schedule).

Motion by Councilmember Jason DiPonzio seconded by Councilmember James Vogel that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 2 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize approval of proposed 2013 Public Works Committee meeting schedule (see Resolution #28, letter dated December 17, 2012 from Timothy Keef, P.E. Commissioner of Public Works and meeting date schedule).

Motion by Councilmember James Vogel seconded by Councilmember Christopher Werner that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 3 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize approval of proposed 2013 Public Safety Committee meeting schedule (see Resolution #27, letter dated December 17, 2012 from Timothy Keef, P.E. Commissioner of Public Works and meeting date schedule).

Motion by Councilmember Jason DiPonzio seconded by Councilmember James Vogel that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 4 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize approval of proposed 2013 Finance and Administrative Services Committee (FASC) Meeting schedule (see Resolution #31 and meeting date schedule)

Motion by Councilmember Christopher Werner seconded by Councilmember Jason DiPonzio that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 5 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Designate the Brighton-Pittsford Post as the official newspaper of the Town of Brighton for the year 2013 (see Resolution #3).

Motion by Councilmember James Vogel seconded by Councilmember Christopher Werner that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 6 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Adopt the Scott, Foreman, Robert's Rules of Order, Newly Revised, 11th Edition (2011) as the rules of its procedure for the year 2013 (see Resolution #4).

Motion by Councilmember Christopher Werner seconded by Councilmember James Vogel that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 7 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Appoint Marc L. Frankel as Constable of the Town of Brighton for a one-year term commencing January 1, 2013 and ending December 31, 2013 (see Resolution #5 and letter from Marc L. Frankel dated December 7, 2012).

Motion by Councilmember James Vogel seconded by Councilmember Jason DiPonzio that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 8 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Appoint Michael M. Phillips, CPA, as Constable of the Town of Brighton for a one-year term commencing January 1, 2013 and ending December 31, 2013 (see Resolution #6 and letter from Michael M. Phillips, CPA dated November 16, 2012).

Motion by Councilmember Jason DiPonzio seconded by Councilmember Louise Novros that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 9 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Designate Building Inspectors and Code Enforcement Officers effective January 1, 2013 through December 31, 2013 (see Resolution #11 and letter from Timothy E. Keef, P.E., Commissioner of Public Works, dated December 17, 2012).

Motion by Councilmember James Vogel seconded by Councilmember Christopher Werner that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 10 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Designate Secretaries to various Town Advisory Boards effective January 1, 2013 through December 31, 2013 (see Resolution #12 and letter from Timothy E. Keef, P.E. Commissioner of Public Works dated December 17, 2012).

Motion by Councilmember James Vogel seconded by Councilmember Christopher Werner that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 11 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize agreement to spend highway repair funds in 2013 (see Resolution #13 and letter from Timothy E. Keef, P.E., Commissioner of Public Works, dated December 17, 2012).

Motion by Councilmember Jason DiPonzio seconded by Councilmember James Vogel that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 12 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Appoint Timothy E. Keef, P.E. as Commissioner of Public Works, Highway Superintendent and Superintendent of Sewer Maintenance, effective January 1, 2013 through December 31, 2013 **and**;

Timothy Anderson as Deputy Highway Superintendent, effective January 1, 2013 through December 31, 2013; (see Resolution #14 ; memorandum from William W. Moehle, Supervisor dated December 17, 2012 and letter from Timothy Keef P.E. Commissioner of Public Works dated December 17, 2012).

Motion by Councilmember Louise Novros seconded by Councilmember James Vogel that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 13 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Appoint David Ewell, Bruce Blackman and Amy Bianchi as Animal Control Officers of the Town of Brighton for terms of one year, commencing January 1,

2013 and ending December 31, 2013 (see Resolution #15 and letter dated November 15, 2012 from Mark T. Henderson, Town of Brighton Police Chief)

Motion by Councilmember Jason DiPonzio seconded by Councilmember James Vogel that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 14 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize Supervisor to appoint part-time, on-call, temporary and Seasonal staff for the year 2013. (see Resolution #16 and staff listing).

Motion by Councilmember James Vogel seconded by Councilmember Christopher Werner that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 15 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Designate Authorized Depositories and adopt Deposit and Investment Policy for 2013 (see Resolution #9 and letter dated January 2, 2013 from Suzanne Zaso, Director of Finance and copy of Policy).

Motion by Councilmember Christopher Werner seconded by Councilmember Jason DiPonzio that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 16 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize Petty Cash and Change Funds for the year 2013 (see Resolution #10 and memorandum from Suzanne Zaso, Director of Finance, dated January 2, 2013).

Motion by Councilmember James Vogel seconded by Councilmember Christopher Werner that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 17 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize Supervisor to execute part-time program and vendor services contracts for 2013 for the Town's Parks and Recreation Department (see Resolution #24 and letter dated December 3, 2012 from Jerry LaVigne, Director of Parks and Recreation).

Motion by Councilmember Jason DiPonzio seconded by Councilmember James Vogel that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 18 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Reappoint Elaine Ainsworth as Town Assessor for a 6-year term effective October 1, 2013 through September 30, 2019 (see Resolution #26 and letter dated December 18, 2012 from Elaine Ainsworth, Town Assessor).

Motion by Councilmember Christopher Werner seconded by Councilmember Louise Novros that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 19 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize Supervisor to execute Letter of Engagement, retaining Kenneth W Gordon, as Attorney for the Town of Brighton, and Counsel to the Historic Preservation Commission for 2013 (see Resolution #7 and letter dated December 18, 2012 from Kenneth W. Gordon, Esq.).

Motion by Councilmember Jason DiPonzio seconded by Councilmember Louise Novros that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 20 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize Supervisor to execute Letter of Engagement retaining David M. Dollinger, Esq., as Deputy Attorney for the Town of Brighton for 2013 (see Resolution #8 and letter from David M. Dollinger dated January 1, 2013).

Motion by Councilmember James Vogel seconded by Councilmember Christopher Werner that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 21 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTERS OF THE SUPERVISOR:

MATTER RE: Appointment of Mary Jo Lanphear as Town Historian for the Town of Brighton for a term of one-year commencing January 1, 2013 and ending December 31, 2013 (see Resolution #17 and letter dated December 17, 2012 from Supervisor Moehle).

Motion by Councilmember Louise Novros seconded by Councilmember Jason DiPonzio that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 22 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Appointment of particular Council Members as Chairs and members of the Public Works, Public Safety, Finance & Administrative Services (FASC) and Parks and Recreation Community Services (PARCS) Committees (see Resolution #29 and Assignment Memorandum).

Motion by Councilmember Louise Novros seconded by Councilmember Jason DiPonzio that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 23 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTERS OF THE TOWN CLERK:

MATTER RE: Adopt Records Retention Schedule for 2013 (see Resolution #18 and

memorandum from Daniel E. Aman, Town Clerk dated January 1, 2013).

Motion by Councilmember Louise Novros seconded by Councilmember Jason DiPonzio that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 24 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Present 2013 Salary Schedule and Authorization of Payroll Schedule by Town Board (see Resolution #22 and schedule).

Motion by Councilmember Louise Novros seconded by Councilmember Jason DiPonzio that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 25 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

EXECUTIVE SESSION:

Motion by Councilmember James Vogel seconded by Councilmember Louise Novros to go into executive session at 12:35 PM to discuss employment of a particular person

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

Motion by Councilmember James Vogel seconded by Councilmember Jason DiPonzio to come out of executive session at 12:59 PM

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

ADJOURN:

Motion by Councilmember James Vogel seconded by Councilmember Christopher Werner to adjourn at 1:00 PM

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

CERTIFICATION:

I, Daniel Aman, 131 Elmore Road, Rochester, NY do hereby certify that the foregoing is a true and accurate record of the proceedings of the Town of Brighton, County of Monroe, State of New York meeting held on the 2nd day of January 2013 and that I recorded said minutes of the aforesaid meeting of the Town Board of the Town of Brighton, New York

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton Town
Hall, in said Town of Brighton on the 2nd day of
January 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

JAMES R. VOGEL,
LOUISE NOVROS,
JASON S. DIPONZIO
CHRISTOPHER K. WERNER

Councilpersons

RESOLVED, that the Town Board hereby ratifies and approves that the Regular Meetings of the Town Board of the Town of Brighton, Monroe County, New York, be held as set forth on the attached schedule during the year 2013. (See attached Schedule A)

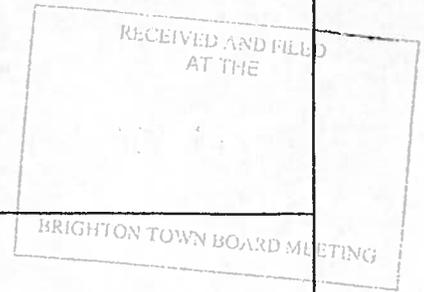
All said meetings of the Town Board shall be scheduled to begin at 7:00 p.m. with an Open Forum, and the business portion of the meeting shall commence at 7:30 p.m., except as noted on Schedule A

Dated: January 2, 2013

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE	_____
JAMES R. VOGEL	_____
LOUISE NOVROS	_____
JASON S. DIPONZIO	_____
CHRISTOPHER K. WERNER	_____

**Town of Brighton
TOWN BOARD MEETINGS
2013
2nd & 4th Wednesday of each month
at
7:00 p.m.
Unless Otherwise Indicated**



Organizational Meeting January 2, 2013 (noon)
January 9 th
January 23 th
February 13 th
February 27 nd
March 13 th
March 27 th
April 10 th
April 24 th
May 8 th
May 22 nd
June 12 th
June 26 th
July 10 th
July 24 th
August 14 th
August 28 th
Sept. 11 th
Sept. 25 th
October 9 th
October 23 rd
November 13 th
November 26 th Tuesday
December 11 th
2 nd December Meeting - TBD
January 2014 Organizational Meeting Date TBD

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton Town
Hall, in said Town of Brighton on the 2nd day of
January 2013.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

JAMES R. VOGEL
LOUISE NOVROS
JASON S. DIPONZIO
CHRISTOPHER K. WERNER

Councilpersons

RESOLVED, that the Town Board hereby ratifies and approves the Holiday
Schedule for the Town of Brighton, Monroe County, New York, as set forth on the
attached schedule during the year 2013. (See attached Schedule A)

Dated: January 2, 2013

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE _____

JAMES R. VOGEL _____

LOUISE NOVROS _____

JASON S. DIPONZIO _____

CHRISTOPHER K. WERNER _____

2013 HOLIDAY SCHEDULE

Listed below are the proposed 2013 holidays to be observed as paid holidays for non-represented full-time and qualifying part-time permanent Town personnel:

- | | | |
|-----|-----------------------------|--------------------------------------|
| 1. | New Year's Day | Tuesday , January 1 st |
| 2. | Martin Luther King, Jr. Day | Monday, January 21 st |
| 3. | Presidents' Day | Monday, February 18 th |
| 4. | Spring Holiday | Friday, March 29 th |
| 5. | Memorial Day | Monday, May 27 th |
| 6. | Independence Day | Thursday, July 4 th |
| 7. | Floating Holiday | Friday, July 5 th |
| 8. | Labor Day | Monday, September 2 nd |
| 9. | Veterans' Day | Monday, November 11 th |
| 10. | Thanksgiving Day | Thursday, November 28 th |
| 11. | Day-After Thanksgiving | Friday, November 29 th |
| 12. | Christmas | Wednesday, December 25 th |

The Chief of Police and the Commissioner of Public Works (with regard to Highway/Sewer Department personnel) have the discretion to alter the holiday schedule to better meet the work schedule demands of their departments.

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, 2300 Elmwood Avenue, in said Town of Brighton on the 2nd day of January, 2013.

PRESENT:

WILLIAM W. MOEHLE

Supervisor

JAMES R. VOGEL

LOUISE NOVROS

JASON S. DIPONZIO

CHRISTOPKER K. WERNER

Councilpersons

RESOLVED, that a proposed schedule of 2013 Public Works Committee meeting dates is hereby received and filed; and be it further

RESOLVED, that the Town Board hereby adopts the schedule of 2013 Public Works Committee meeting dates as received and filed.

Dated: January 2, 2013

William W. Moehle, Supervisor	Voting	_____
James R. Vogel, Councilperson	Voting	_____
Louis Novros, Councilperson	Voting	_____
Jason S. DiPonzio, Councilperson	Voting	_____
Christopher K. Werner, Councilperson	Voting	_____

PUBLIC WORKS COMMITTEE MEETINGS
FOR 2013

All meetings scheduled in the Downstairs Meeting Room
First Monday of the Month at 9:00 AM

Monday, January 7
Monday, February 4
Monday, March 4
Monday, April 1
Monday, May 6
Monday, June 3
Monday, July 8
Monday, August 12
Monday, September 9
Monday, October 7
Monday, November 4
Monday, December 2

mep: 12/12/12

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, 2300 Elmwood Avenue, in said Town of Brighton on the 2nd day of January, 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor
JAMES R. VOGEL
LOUISE NOVROS
JASON S. DIPONZIO
CHRISTOPHER K. WERNER
Councilpersons

RESOLVED, that a proposed schedule of 2013 Public Safety Committee meeting dates is hereby received and filed; and be it further

RESOLVED, that the Town Board hereby adopts the schedule of 2013 Public Safety Committee meeting dates as received and filed.

Dated: January 2, 2013

William W. Moehle, Supervisor	Voting	_____
James R. Vogel, Councilperson	Voting	_____
Louise Novros, Councilperson	Voting	_____
Jason S. DiPonzio, Councilperson	Voting	_____
Christopher K. Werner, Councilperson	Voting	_____

PUBLIC SAFETY MEETING SCHEDULE
FOR 2013

All meetings scheduled in the Downstairs Meeting Room
2nd Tuesday at 8:00 - 10:00 AM

Tuesday, January 8
Tuesday, February 12
Tuesday, March 12
Tuesday, April 9
Tuesday, May 14
Tuesday, June 11
Tuesday, July 9
Tuesday, August 13
Tuesday, September 10
Tuesday, October 8
Tuesday, November 12
Tuesday, December 10

Prepared by M. Petri for Fire Marshal 10/17/2012

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton Town
Hall, in said Town of Brighton on the 2nd day of
January 2013.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

JAMES R. VOGEL,
LOUISE NOVROS,
JASON S. DIPONZIO
CHRISTOPHER K. WERNER

Councilpersons

RESOLVED, that the Town Board hereby approves that the Regular Meetings of the Finance and Administrative Services Committee (FASC) be held as set forth on the attached schedule during the year 2013. (See attached Schedule A)

All said meetings of the FASC Committee shall be scheduled to begin at 3:30 p.m. on the First and Third Tuesday of each Month except as noted on Schedule A

Dated: January 2, 2013

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE _____

JAMES R. VOGEL _____

LOUISE NOVROS _____

JASON S. DIPONZIO _____

CHRISTOPHER K. WERNER _____



2013 Finance & Administrative Services Committee (FASC) Meeting Schedule

(Unless otherwise indicated, FASC Meetings are held the 1st and 3rd Tuesday of each Month at 3:30 p.m.)

JANUARY 2, 2013 (Wednesday)

JANUARY 15, 2013

FEBRUARY 5, 2013

FEBRUARY 19, 2013

MARCH 5, 2013

MARCH 19, 2013

APRIL 2, 2013

APRIL 16, 2013

APRIL 30, 2013

MAY 14, 2013

JUNE 4, 2013

JUNE 18, 2013

JULY 2, 2013

JULY 16, 2013

AUGUST 6, 2013

AUGUST 20, 2013

SEPTEMBER 3, 2013

SEPTEMBER 17, 2013

OCTOBER 1, 2013

OCTOBER 15, 2013

NOVEMBER 5, 2013 (Election Day)

NOVEMBER 19, 2013

DECEMBER 3, 2013

DECEMBER 17, 2013

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton Town
Hall, in said Town of Brighton on the 2nd day of
January 2013.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

JAMES R. VOGEL
LOUISE NOVROS
JASON S. DIPONZIO
CHRISTOPHER K. WERNER

Councilpersons

RESOLVED, that the *Brighton-Pittsford Post*, be and hereby is appointed as the official newspaper of the Town of Brighton, County of Monroe, State of New York for the year of 2013 for publication of notices, resolutions and ordinances, pursuant to the authority contained in the Town Law of the State of New York, Section 64, Subdivision 11.

Dated: January 2, 2013

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE _____

JAMES R. VOGEL _____

LOUISE NOVROS _____

JASON S. DIPONZIO _____

CHRISTOPHER K. WERNER _____

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton Town
Hall, in said Town of Brighton on the 2nd day of
January 2013

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

**JAMES R. VOGEL,
LOUISE NOVROS
JASON S. DIPONZIO
CHRISTOPHER K. WERNER**

Councilpersons

RESOLVED, that the Town Board pursuant to Town Law Section 610 hereby
adopts The Scott, Foreman Robert's Rules of Order, Newly Revised, 11th Edition
(2011) as the rules of its procedure.

Dated: January 2, 2013

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE	_____
JAMES R. VOGEL	_____
LOUISE NOVROS	_____
JASON S. DIPONZIO	_____
CHRISTOPHER K. WERNER	_____

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton Town
Hall, in said Town of Brighton on the 2nd day of
January 2013.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

JAMES R. VOGEL

LOUISE NOVROS

JASON S. DIPONZIO

CHRISTOPHER K. WERNER

Councilpersons

RESOLVED, that correspondence from Marc L. Frankel, dated December 7, 2012, be received and filed, and be it further;

RESOLVED, that Marc L. Frankel, be and hereby is appointed as Constable of the Town of Brighton for a term of one (1) year commencing January 1, 2013 and ending December 31, 2013.

RESOLVED, that this appointment shall be without salary, but that he shall possess all the powers and duties of a constable in civil actions and proceedings only, and shall be entitled to collect the statutory fees allowed by law in such civil actions and proceedings subject to the filing of a surety bond in the amount of \$12,000.00 and taking the required Oath of Office

Dated: January 2, 2013

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE

JAMES R. VOGEL

LOUISE NOVROS

JASON S. DIPONZIO

CHRISTOPHER K. WERNER

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, in said Town of Brighton on the 2nd day of January 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor
JAMES R. VOGEL
LOUISE NOVROS
JASON S. DIPONZIO
CHRISTOPHER K. WERNER
Councilpersons

RESOLVED, that correspondence from Michael M. Phillips, CPA, dated November 16, 2012 be received and filed, and be it further;

RESOLVED, that Michael M. Phillips, CPA, be and hereby is appointed as Constable of the Town of Brighton for a term of one (1) year commencing January 1, 2013 and ending December 31, 2013.

RESOLVED, that this appointment shall be without salary, but that he shall possess all the powers and duties of a constable in civil actions and proceedings only, and shall be entitled to collect the statutory fees allowed by law in such civil actions and proceedings subject to the filing of a surety bond in the amount of \$12,000.00 and taking the required Oath of Office

Dated: January 2, 2013

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE _____
JAMES R. VOGEL _____
LOUISE NOVROS _____
JASON S. DIPONZIO _____
CHRISTOPHER K. WERNER _____

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, in said Town of Brighton on the 2nd day of January 2013.

PRESENT:

- WILLIAM W. MOEHLE,
Supervisor
- JAMES R. VOGEL
- LOUISE NOVROS
- JASON S. DIPONZIO
- CHRISTOPHER S. WERNER
Councilpersons

RESOLVED, that the Town Board receive and file a letter dated December 17, 2012 from Timothy Keef, P.E., Commissioner of Public Works regarding Designation of Building Inspector; and be it further

RESOLVED, that Edward Bailey is hereby designated as the Code Enforcement Officer/Town Building Inspector; and be it further

RESOLVED, that the Commissioner of Public Works, the Associate Planner, the Planner, the Town Engineer, the Town Architect and the Fire Marshal of the Town are hereby designated as other officials to carry out the functions of the office of Building Inspector, as laid out in the Comprehensive Development Regulations and those sections of the Town Code relating to Junk Cars, Occupations Requiring Licenses, Unsafe Building and Collapsed Structures and Property Maintenance as well as any other Local Laws, Ordinances or Town Codes designating enforcement to be carried out by the Building Inspector, all as more fully described in the above referenced correspondence.

Dated: January 2, 2013

UPON ROLL CALL VOTE

- WILLIAM W. MOEHLE _____
- JAMES R. VOGEL _____
- LOUISE NOVROS _____
- JASON S. DIPONZIO _____
- CHRISTOPHER K. WERNER _____



Town of Brighton

MONROE COUNTY, NEW YORK

DEPARTMENT OF PUBLIC WORKS

2300 ELMWOOD AVENUE ROCHESTER, NEW YORK 14618

PHONE: (585) 784-5250 FAX: (585) 784-5368

December 17, 2012

Supervisor William Moehle and
the Honorable Town Board
Brighton Town Hall
2300 Elmwood Avenue
Rochester, New York 14618

re: Designation of Staff for 2013

Dear Supervisor Moehle and Town Council Members:

Subject to your consideration and concurrence, the following staff assignments are proposed:

- 1) It is recommended that Ramsey Boehner, Associate Planner, be designated as:
 - (a) enforcement officer for chapters 51, 66, 85, 91, 129, 175, 211 and any other applicable sections of the Town Code;
 - (b) code enforcement officer/building inspector for the Comprehensive Development Regulations;
 - (c) an 'other official' to carry out the functions of the building inspector, including the receipt of applications for, and the issuance of, certificates of compliance;
 - (d) secretary to the Planning Board;
 - (e) secretary to the Conservation Board;
 - (f) secretary to the Historic Preservation Commission; and,
 - (g) environmental liaison officer.
- 2) It is recommended that Richard DiStefano, Planner, be designated as:
 - (a) an 'other official' to carry out the functions of the building inspector, including the receipt of applications for, and the issuance of, certificates of compliance;
 - (b) secretary to the Zoning Board of Appeals; and,
 - (c) secretary to the Conservation Board.
- 3) It is recommended that Paul White, Planning Technician, be designated as:
 - (a) secretary to the Architectural Review Board; and,
 - (b) secretary to the Conservation Board.
- 4) It is recommended that Christopher Roth, Fire Marshal, be designated as:
 - (a) enforcement officer for chapters 51, 66, 85, 91, 129, 175, 211 and any other applicable sections of the Town Code;
 - (b) code enforcement officer/building inspector for the Comprehensive Development Regulations;
- 5) It is recommended that Edward Bailey, Building Inspector, be designated as code enforcement officer/building inspector for the Comprehensive Development Regulations.

Supervisor William Moehle and
the Honorable Town Board
Designation of Staff for 2013
December 17, 2012
Page 2

- 6) It is recommended that Patricia Hinckley, AIA, be designated as:
- (a) enforcement officer for chapters 51, 73 and any other applicable sections of the Town Code;
 - (b) code enforcement officer/building inspector for the Comprehensive Development Regulations;
- 7) It is recommended that Michael Guyon, P.E., Town Engineer, be designated as:
- (a) enforcement officer for chapters 51, 66, 85, 91, 129, 175, 211 and 215 of the Town Code; and,
 - (b) code enforcement officer/building inspector for the Comprehensive Development Regulations.

As always, thank you for your consideration in matters such as this.

Very truly yours,



Timothy E. Keef, P.E.
Commissioner of Public Works

TEK/wp

cc: R. Boehner
R. DiStefano
P. White
C. Roth
E. Bailey
P. Hinckley
M. Guyon

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, in said Town of Brighton on the 2nd day of January 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

JAMES R. VOGEL
LOUIS NOVROS
JASON S. DIPONZIO
CHRISTOPHER K. WERNER
Councilpersons

RESOLVED, that correspondence from Timothy Keef, P.E., Commissioner of Public Works, concerning designations of Secretaries to various Town advisory Boards, dated December 17, 2012, be received and filed; and be it further

RESOLVED, that Ramsey Boehner is hereby appointed Secretary to the Town Conservation Board, Historic Preservation Commission, Planning Board and as the Town Environmental Liaison Officer; and be it further

RESOLVED, that Paul White, Planning Technician, is hereby appointed as Secretary of the Town Conservation Board and Architectural Review Board; and be it further

RESOLVED, Richard DiStefano, Planner, is hereby appointed as Secretary of the Town Conservation Board and Zoning Board of Appeals; and be it further

RESOLVED, that in each case upon the recommendation of the Commissioner of Public Works, terms to be one (1) year commencing January 1, 2013 and ending December 31, 2013.

Dated: January 2, 2013

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE	_____
JAMES R. VOGEL	_____
LOUISE NOVROS	_____
JASON S. DIPONZIO	_____
CHRISTOPHER K. WERNER	_____



Town of Brighton

MONROE COUNTY, NEW YORK

DEPARTMENT OF PUBLIC WORKS

2300 ELMWOOD AVENUE ROCHESTER, NEW YORK 14618

PHONE: (585) 784-5250 FAX: (585) 784-5368

December 17, 2012

Supervisor William Moehle and
the Honorable Town Board
Brighton Town Hall
2300 Elmwood Avenue
Rochester, New York 14618

re: Designation of Staff for 2013

Dear Supervisor Moehle and Town Council Members:

Subject to your consideration and concurrence, the following staff assignments are proposed:

- 1) It is recommended that Ramsey Bohner, Associate Planner, be designated as:
 - (a) enforcement officer for chapters 51, 66, 85, 91, 129, 175, 211 and any other applicable sections of the Town Code;
 - (b) code enforcement officer/building inspector for the Comprehensive Development Regulations;
 - (c) an 'other official' to carry out the functions of the building inspector, including the receipt of applications for, and the issuance of, certificates of compliance;
 - (d) secretary to the Planning Board;
 - (e) secretary to the Conservation Board;
 - (f) secretary to the Historic Preservation Commission; and,
 - (g) environmental liaison officer.
- 2) It is recommended that Richard DiStefano, Planner, be designated as:
 - (a) an 'other official' to carry out the functions of the building inspector, including the receipt of applications for, and the issuance of, certificates of compliance;
 - (b) secretary to the Zoning Board of Appeals; and,
 - (c) secretary to the Conservation Board.
- 3) It is recommended that Paul White, Planning Technician, be designated as:
 - (a) secretary to the Architectural Review Board; and,
 - (b) secretary to the Conservation Board.
- 4) It is recommended that Christopher Roth, Fire Marshal, be designated as:
 - (a) enforcement officer for chapters 51, 66, 85, 91, 129, 175, 211 and any other applicable sections of the Town Code;
 - (b) code enforcement officer/building inspector for the Comprehensive Development Regulations;
- 5) It is recommended that Edward Bailey, Building Inspector, be designated as code enforcement officer/building inspector for the Comprehensive Development Regulations.

Supervisor William Moehle and
the Honorable Town Board
Designation of Staff for 2013
December 17, 2012
Page 2

- 6) It is recommended that Patricia Hinckley, AIA, be designated as:
- (a) enforcement officer for chapters 51, 73 and any other applicable sections of the Town Code;
 - (b) code enforcement officer/building inspector for the Comprehensive Development Regulations;
- 7) It is recommended that Michael Guyon, P.E., Town Engineer, be designated as:
- (a) enforcement officer for chapters 51, 66, 85, 91, 129, 175, 211 and 215 of the Town Code; and,
 - (b) code enforcement officer/building inspector for the Comprehensive Development Regulations.

As always, thank you for your consideration in matters such as this.

Very truly yours,



Timothy E. Keef, P.E.
Commissioner of Public Works

TEK/wp

cc: R. Bohner
R. DiStefano
P. White
C. Roth
E. Bailey
P. Hinckley
M. Guyon

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton Town
Hall, in said Town of Brighton on the 2nd day of
January 2013.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

JAMES R. VOGEL

LOUISE NOVROS

JASON S. DIPONZIO

CHRISTOPHER K. WERNER

Councilpersons

RESOLVED, that correspondence dated December 17, 2012, from Timothy Keef, P.E. Superintendent of Highways and Commissioner of Public Works, concerning the authorization of an agreement to spend highway funds, be received and filed; and be it further,

RESOLVED, that the Town Board hereby agrees to execute and deliver an agreement with the Commissioner of Public Works/Superintendent of Highways to expend highway funds for road repairs during 2013, pursuant to Highway Law, Section 284, as more fully described in the adopted Budget for the year 2013, which agreement shall be in form and substance as approved by the Attorney for the Town, and the expenditures authorized by which agreement shall not exceed the funds budgeted in account D.HWY.5110 in the 2013 Town Budget.

January 2, 2013

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE

JAMES R. VOGEL

LOUISE NOVROS

JASON S. DIPONZIO

CHRISTOPHER K. WERNER

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, in said Town of Brighton on the 2nd day of January 2013.

PRESENT:

- WILLIAM W. MOEHLE,
Supervisor
- JAMES R. VOGEL
- LOUISE NOVROS
- JASON S. DIPONZIO
- CHRISTOPHER K. WERNER
Councilpersons

RESOLVED, that correspondence dated December 17, 2012 from William W. Moehle Brighton Town Supervisor, and from Timothy Keef, P.E., Commissioner of Public Works, dated December 17, 2012, be received and filed; and be it further

RESOLVED, that Timothy Keef, P.E. , is hereby re-appointed as Commissioner of Public Works, Superintendent of Highways and Superintendent of Sewer Maintenance, effective January 1, 2013 through December 31, 2013; and be it further

RESOLVED, that Timothy Anderson is hereby re-appointed as Deputy Highway Superintendent for the Town of Brighton effective January 1, 2013 and ending December 31, 2013.

Dated: January 2, 2013

UPON ROLL CALL VOTE

- WILLIAM W. MOEHLE _____
- JAMES R. VOGEL _____
- LOUISE NOVROS _____
- JASON S. DIPONZIO _____
- CHRISTOPHER K. WERNER _____



MEMORANDUM

TO: Honorable Town Board
FROM: William W. Moehle, Supervisor
DATE: December 17, 2012
RE: Appointment of Commissioner of Public Works, Highway Superintendent,
Superintendent of Sewer Maintenance and Deputy Highway
Superintendent

I hereby recommend that Timothy E. Keef be re-appointed Commissioner of Public Works, Highway Superintendent and Superintendent of Sewer Maintenance effective January 1, 2013 through December 31, 2013.

I further recommend that Timothy Anderson be re-appointed as Deputy Highway Superintendent effective January 1, 2013 through December 31, 2013.

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, in said Town of Brighton on the 2nd day of January 2013.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

**JAMES R. VOGEL
LOUISE NOVROS
JASON S. DIPONZIO
CHRISTOPHER K. WERNER**

Councilpersons

RESOLVED, that correspondence dated November 15, 2012 from Brighton Police Chief Mark T. Henderson be received and filed; and be it further

RESOLVED, that David Ewell, Bruce Blackman, and Amy Bianchi be and hereby are appointed as Animal Control Officers of the Town of Brighton, whose responsibilities include, but are not limited to, those of Dog Control Officers under Section 114 of the Agriculture and Markets Law of the State of New York, for terms of one year, commencing January 1, 2013 and expiring December 31, 2013.

Dated: January 2, 2013

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE _____

JAMES R. VOGEL _____

LOUISE NOVROS _____

JASON S. DIPONZIO _____

CHRISTOPHER K. WERNER _____

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, in said Town of Brighton on the 2nd day of January 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor
JAMES R. VOGEL
LOUISE NOVROS
JASON S. DIPONZIO
CHRISTOPHER K. WERNER
Councilpersons

WHEREAS, the Town Board previously authorized Supervisor William W. Moehle to appoint part-time, seasonal, on-call and temporary employees for the Town during 2012, subject to ratification by the Town Board; and

WHEREAS, the Town desires to grant the same power to the Supervisor during 2013; it is therefore

RESOLVED, that the Town Board hereby ratifies and approves each and every part-time, seasonal, on-call and temporary appointment made by the Supervisor during 2012, a list of which appointments is attached hereto, and made a part hereof; and be it further

RESOLVED, that the Supervisor is hereby authorized to appoint part-time, seasonal, on-call and temporary employees of the Town based upon the recommendation of appropriate staff and subject to ratification by the Town Board at year end, in 2013

Dated: January 2, 2013

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE _____
JAMES R. VOGEL _____
LOUISE NOVROS _____
JASON S. DIPONZIO _____
CHRISTOPHER K. WERNER _____

2012 PART-TIME, SEASONAL, ON-CALL, & TEMPORARY EMPLOYEES
for the January 2, 2013 Organizational Meeting

Name	Title	Hourly Rate
Ackert, Alanna G.	Recreation Assistant (II)	\$7.25
Ainsworth, Claire M.	Seasonal Laborer	\$7.65
Aldridge, Janice L.	Office Clerk IV PT	\$14.87
Alvarez, Liana C.	Recreation Assistant (II)	\$7.25
Anthony, Lily Y.	Library Aide PT	\$11.96
Arcuri, Nicole M.	Recreation Assistant (I)	\$7.65
Arnold, Gretchen L.	Office Clerk (III)	\$14.80
Arthur, Alayna N.	Student Intern	\$10.40
Audino, Mark A.	Firefighter On-Call	\$20.22
Averill, Douglas L.	Court Attendant PT	\$13.76
Baldassare, Amber L.	Recreation Leader (II)	\$8.65
Ball, Kathryn A.	Library Page	\$8.08
Banker, Jeremy C.	Laborer (seasonal)	\$7.65
Barreto, Rafael L.	Student Intern	\$10.40
Bassano, Elizabeth P.	Librarian I On Call	\$21.27
Baumeister, Carol L.	Librarian I On Call Sub	\$21.27
Bayer, Brian L.	Seasonal Laborer	\$7.65
Beato, David L.	Seasonal Laborer	\$7.65
Bedet, Frederick J.	Court Attendant PT	\$13.31
Beers, Claire D.	Lifeguard (I)	\$9.65
Behnke, Peter P.	Seasonal Laborer	\$7.65
Bell, Breven C.	Recreation Leader (III)	\$7.75
Berkner, Nicholas R.	Seasonal Laborer	\$7.65
Bernardo, Anthony G.	Seasonal Laborer	\$7.65
Bianchi, Amy L.	Animal Control Officer	\$13.76
Blackman, Bruce G.	Animal Control Officer	\$13.76
Blue, Kelley K.	Librarian I On Call	\$21.27
Bowles, Anna	Payroll Clerk PT	\$19.55
Bradley, Kayla A.	Library Page - PT	\$8.08
Brandt, Gary A.	Director of Personnel	\$34.61
Brauer, Max H.	Laborer - Seasonal	\$7.25
Brown, Jeffrey J.	Firefighter On-Call	\$20.22
Brown, Kelsey E.	Lifeguard	\$9.25
Buckert, Ashley L.	Library Page PT	\$8.08
Buckert, Deborah J.	Library Aide PT	\$13.93
Buhr, Christopher J.	Seasonal Laborer	\$7.25
Burke, Gregory O.	Seasonal Laborer	\$7.65
Burrows, Sydney R.	Library Page	\$8.86
Butterazzi, Gino P.	Seasonal Laborer	\$7.25
Cain, John R.	Laborer - Seasonal	\$7.25
Carter, Lisa M.	Recreation Assistant (II)	\$7.25
Castelein, Meagan E.	Lifeguard	\$9.25
Cates, Jason J.	Firefighter (On Call)	\$20.22
Cesare, Jennifer A.	Library Page PT	\$8.08
Cheplowitz, David L.	Recreation Assistant (II)	\$7.25
Chornobil, Yuri A.	Lifeguard	\$9.25
Christian, Eric J.	Firefighter On-Call	\$20.22
Ciaccia, Kathryn E.	Library Aide PT	\$10.67
Clancy, Melissa M.	Recreation Leader	\$8.25
Clarke-Hazlett, Janet	Librarian I On-Call	\$21.27
Cohen, Jonathan B.	Laborer - Seasonal	\$7.25

2012 PART-TIME, SEASONAL, ON-CALL, & TEMPORARY EMPLOYEES
for the January 2, 2013 Organizational Meeting

Name	Title	Hourly Rate
Connolly, David D.	Rec Activity Specialist OC	\$22.00
Conrad-Reingold, Bruce G.	Librarian I On- Call Sub	\$21.27
Coon, Ashley E.	Recreation Leader (I)	\$9.15
Crane, Catherine S.	Library Aide PT	\$11.96
Cupery, Lisa V.	Recreation Leader (II)	\$8.65
Curley, Sarah M.	Recreation Assistant (I)	\$7.65
Cusimano, Megan M.	Recreation Activity Specialist	\$15.00
Dahl, Nancy	Office Clerk IV PT	\$14.87
Dahl, Theresa N.	Recreation Assistant (II)	\$7.25
Dailey, Doreen A.	Librarian I PT	\$25.10
Daniel, Nicholas R.	Lifeguard	\$9.65
Dapshi, Tomi	Recreation Assistant (I)	\$7.65
Davis, Shannon M.	Recreation Assistant	\$7.25
De La Cruz, Simon B.	Lifeguard	\$9.25
Decarlo, Alan M.	Firefighter On-Call	\$20.22
DeCarr, Derek M.	Lifeguard	\$9.25
DeJohn, Linda S.	Office Clerk IV PT	\$13.38
DeJohn, Richard A.	Library Aide PT	\$11.96
Delaney, Kathryn E.	Recreation Assistant (I)	\$7.25
DelleFave, Scott M.	Library Page	\$9.73
DeMay, Heather L.	Library Page/Librarian I On Call	\$9.73
Derhak, Krystian A.	Library Page PT	\$8.08
Devine, Samuel W.	Lifeguard	\$9.25
DeVries, Christina B.	Lifeguard	\$9.65
Dexter, Christopher T.	Library Page	\$8.86
Diedreck, Rudy A.	Lifeguard	\$9.65
Dillon, Scott T.	Lifeguard	\$9.65
Dugan, Daren J.	Laborer - Seasonal	\$7.25
Dupuis, Stacy I.	Library Aide On Call	\$10.67
Eichner, Emily T.	Lifeguard	\$9.25
Emley, Kevin M.	Recreation Assistant (I)	\$7.65
Enis, Eli J.	Lifeguard	\$9.25
Everett, Matthew F.	Library Aide PT	\$11.31
Every, Hannah E.	Lifeguard	\$9.25
Ewell, David R.	Animal Control Officer	\$15.93
Farnorotto, Christina	Student Intern	\$10.40
Fedunyszyn, Michael P.	Library Aide (On Call Sub)	\$10.67
Fess, Brandon	Office Clerk IV PT	\$16.38
Forero, Leah N.	Recreation Leader (II)	\$8.65
Freeman, Bradford M.	Library Page	\$8.86
Freitag, Ronald G.	Librarian I (On Call)/Library Page PT	\$21.27
Fuino, Brittany G.	Lifeguard	\$9.65
Geiger, Marina E.	Lifeguard	\$9.25
Gerger, Edward A.	Firefighter On-Call	\$20.22
Germuga, Charles T.	Recreation Assistant	\$7.25
Ghyzel, Allison W.	Recreation Assistant (II)	\$7.25
Giardino, Dorothy O.	Lifeguard	\$9.65
Ginter, Kenneth J.	Laborer PT	\$13.56
Ginter, Melinda B.	Library Page	\$9.73
Glickman, Mollie E.	Recreation Assistant (II)	\$7.25
Gohringer, Elizabeth C.	Recreation Assistant (II)	\$7.25

2012 PART-TIME, SEASONAL, ON-CALL, & TEMPORARY EMPLOYEES
for the January 2, 2013 Organizational Meeting

Name	Title	Hourly Rate
Gomez, Juan C.	Laborer - Seasonal	\$7.25
Gordon, Neil L.	Recreation Activity Specialist	\$16.50
Gordon, Samantha E.	Recreation Assistant (I)	\$7.65
Graham, James M.	Recreation Assistant	\$7.25
Graham, Raymond	Recreation Assistant (II)	\$7.25
Graves, Bonnie L.	Library Page On Call	\$8.08
Graziano, Jonathan S.	Lifeguard (I)	\$9.65
Greer, Connor A.	Library Page On Call	\$8.08
Grieff, Robin	Lifeguard	\$9.65
Gromer, Karen L.	Lifeguard	\$9.65
Gruendike, Garrett J.	Recreation Assistant	\$7.25
Guhl, Jared E.	Assistant Fire Marshal PT	\$17.82
Gurevich, Sofya L.	Library Aide On-Call	\$10.67
Hames, Hollis G.	Court Attendant PT	\$13.76
Hamme, James J.	Lifeguard (II)	\$8.65
Hamme, Mary Grace	Lifeguard	\$9.65
Hanshaw, Elizabeth A.	Telephone Operator On Call	\$11.95
Harding, David J.	Firefighter On-Call	\$20.22
Haring, Tal D.	Seasonal Laborer	\$7.65
Haritatos, Christi L.	Lifeguard	\$9.65
Hecker, Craig E.	Firefighter (On Call)	\$20.22
Helfer, Kristopher L.	Firefighter On-Call	\$20.22
Helms, Alison J.	Librarian I PT	\$26.38
Henderson, Zakiya N.	Lifeguard	\$9.25
Hennessey, Phyllis	Office Clerk III On Call	\$14.80
Henrichs, Mark R.	Seasonal Laborer	\$7.65
Hernandez, Joseph A.	Library Clerk PT	\$15.55
Heveron, Margaret E.	Lifeguard	\$9.65
Heyer III, Robert W.	Seasonal Laborer	\$7.65
Hickman-Himes, Julia R.	Library Aide On Call	\$10.67
Hinckley, Patricia M.	Architect	\$36.96
Hirschfield, Hadas A.	Library Page	\$8.08
Hondorf, Caitlin J.	Recreation Assistant (II)	\$7.65
Hoover, Holly L.	Recreation Leader (I) On-Call	\$9.15
Horowitz, Jacob B.	Lifeguard	\$9.25
Horowitz, Samuel E.	Lifeguard	\$9.25
Hudnell, Noah J.	Seasonal Laborer	\$7.25
Huggins, J. Cory	Seasonal Laborer	\$7.65
Hughson Jr, Michael T.	Recreation Leader - Seasonal	\$9.15
Hussain, Omar K.	Recreation Assistant (I)	\$7.65
Hyde, Stephen T.	Recreation Assistant (II)	\$7.25
Hyzen, Judith E.	Librarian I PT	\$23.83
Infurna, Laura W.	Lifeguard	\$9.65
Jacobson, Shirley	Office Clerk III On Call	\$14.80
Jaeckel, Katherine E.	Lifeguard	\$9.25
Jeffries, Carolyn A.	Recreation Assistant (I)	\$7.65
Johnson, Katherine C.	Lifeguard	\$9.25
Johnson, Susan	Recreation Activity Specialist	\$22.00
Johnson, Tanya M.	Office Clerk III PT	\$15.89
Jones, Evan R.	Lifeguard	\$9.25
Jordan, Derek T.	Recreation Activity Specialist - Seasonal	\$10.00

2012 PART-TIME, SEASONAL, ON-CALL, & TEMPORARY EMPLOYEES
for the January 2, 2013 Organizational Meeting

Name	Title	Hourly Rate
Joseph, Micah L.	Lifeguard	\$9.25
Joslin, Emma K.	Recreation Assistant (I)	\$7.65
Kane, Nicolette O.	Recreation Assistant (II)	\$7.25
Karl, Julie M.	Lifeguard	\$9.65
Karl, Kristin M.	Lifeguard	\$9.25
Karl, Lauren S.	Lifeguard	\$9.25
Keppler, Lauren M.	Library Page	\$9.73
Keppler, Sarah K.	Library Aide PT	\$11.96
Kindell Jr, David M.	Student Intern	\$10.00
Kirkpatrick, Julianne K.	Lifeguard	\$9.25
Kirkpatrick, Lydia W.	Library Aide PT	\$10.67
Klein, Jason M.	Firefighter (On Call)	\$20.22
Koehler, Marisa A.	Office Clerk III PT	\$17.00
Koehler, Mark J.	Court Attendant PT	\$11.95
Kohlmeier, Timothy J.	Firefighter On-Call	\$20.22
Komorowski, Florian L.	Rec Activity Specialist	\$11.00
Komorowski, Pamela L.	Recreation Assistant (& Office Ck III PT)	\$7.65
Krebs, Lauren E.	Recreation Assistant (II)	\$7.25
Kunitz, Isadora D.	Librarian I On-Call	\$21.27
Kuter, Lauren J.	Lifeguard	\$9.65
Lacagnina, Robin L.	Librarian I - PT	\$21.27
LaMartina, Thomas A.	Laborer (PT)	\$16.67
Land, Ruben H.	Lifeguard	\$9.25
Langer, Cristin R.	Library Aide PT	\$11.31
LaRosa, Rachel L.	Lifeguard	\$9.25
Larson, Rina M.	Lifeguard - Seasonal	\$9.25
Lawlor, Marie T.	Library Page	\$8.86
Leary, Kristine M.	Lifeguard	\$9.25
Lee, Erica C.	Recreation Assistant (I)	\$7.65
Leising, Nicholas V.	Seasonal Laborer	\$7.65
Lesiv, Porter F.	Lifeguard	\$9.25
Liano, Jennifer M.	Recreation Assistant (I)	\$7.65
Liano, Simone N.	Recreation Assistant (II)	\$7.25
Linehan, Timothy R.	Court Attendant PT	\$13.76
Lumb, George S.	Seasonal Laborer	\$7.25
Madigan, Amanda K.	Librarian I On Call	\$21.27
Madison, Greigory F.	Seasonal Laborer	\$7.25
Madonia, Hope R.	Rec Activity Specialist	\$22.00
Makoski, Samuel C.	Recreation Assistant (II)	\$7.25
Mantel, Rivkah D.	Lifeguard	\$9.65
Marozas, Ian A.	Recreation Assistant (II)	\$7.25
Martin, Robert R.	Firefighter On-Call	\$20.22
Maszerowski, Alanna J.	Recreation Leader (II)	\$8.65
Mauro, Jeremy M.	Recreation Assistant (II)	\$7.25
McNamara, Caitlin B.	Recreation Assistant (II)	\$7.25
Medved, Robyn L.	Lifeguard	\$9.65
Mietz, Whitney E.	Recreation Assistant (II)	\$7.25
Miller, Charles L.	Security Worker	\$19.55
Minchak, Gregory A.	Seasonal Laborer	\$7.25
Mockevicius, Adele A.	Librarian I PT	\$26.38
Morales-Hernandez, Carlos D.	Lifeguard	\$9.65

2012 PART-TIME, SEASONAL, ON-CALL, & TEMPORARY EMPLOYEES
for the January 2, 2013 Organizational Meeting

Name	Title	Hourly Rate
Morgan, Carly A.	Recreation Assistant (II)	\$7.25
Moriarty, Roberta R.	Recreation Assistant (III)	\$13.76
Morris, Jessica L.	Seasonal Laborer	\$7.65
Mosley, John C.	Cleaner PT	\$11.94
Moszkowicz, Shelby A.	Recreation Assistant	\$7.25
Muniz, Joseph S.	Firefighter (On Call)	\$20.22
Murphy, Casey J.	Lifeguard	\$9.65
Murphy, Kevin R.	Firefighter On-Call	\$20.22
Murray, Aaron J.	Library Aide PT	\$12.63
Nasir-Sulman, Khaolah	Librarian I (On-Call)	\$21.27
Ng, Clara Y.	Library Page	\$8.86
Northrop, Paul J.	Seasonal Laborer	\$7.65
Northrup, Brenda J.	Telephone Operator	\$12.82
Omeragic, Amra	Recreation Assistant (I)	\$7.65
O'Neill, Anne H.	Recreation Assistant (II)	\$7.25
Osburn, Andrew W.	Recreation Leader (II)	\$8.65
Page, Elena K.	Library Page/Library Aide PT (On Call)	\$8.08
Palokoff, Alice	Librarian I On Call	\$21.27
Paris, Jillian M.	Recreation Leader (II)	\$8.25
Parker, Zachary I.	Lifeguard (I)	\$9.65
Pawarski, Allison M.	Recreation Leader (III)	\$8.15
Perez, Marcos A.	Lifeguard	\$9.25
Perez, Samantha L.	Lifeguard	\$9.65
Perna, Lisa M.	Library Aide PT	\$13.93
Petri, David	Court Attendant PT	\$13.76
Philpott, Caitlin E.	Rec Leader	\$8.65
Platt, Emily L.	Recreation Assistant (II)	\$7.25
Popper, Katherine A.	Recreation Assistant (I)	\$7.65
Pryslak, Emily M.	Lifeguard	\$9.65
Rabinowitz, Samuel L.	Recreation Assistant (II)	\$7.25
Rath, Brian J.	Library Aide PT	\$10.67
Raynor, Jennifer P.	Librarian I PT	\$26.38
Reuter, Kerri A.	Lifeguard	\$9.25
Rinaldo, Jack N.	Lifeguard	\$9.65
Rittenhouse, Jesse G.	Micro Computer Support Technician	\$19.98
Rizzo, Salvatore	Rec Activity Specialist	\$15.00
Rogers, Trae W.	Recreation Leader (I)	\$8.75
Rossiter, Sarah N.	Recreation Assistant (II)	\$7.25
Royster, Milanna L.	Library Page On Call	\$8.08
Royster, Quela N.	Library Page On Call	\$8.08
Rudnick, Rita L.	Court Attendant PT	\$11.95
Rush, Limous J.	Cleaner PT	\$11.53
Russell, Kathryn M.	Recreation Leader (II)	\$8.65
Ryan, Amy L.	Lifeguard	\$9.65
Sachs, Amanda E.	Recreation Leader (II)	\$8.65
Saeli, Sarah E.	Lifeguard - Seasonal	\$9.65
Salzman, Lauren A.	Lifeguard	\$9.65
Scalise, Victoria M.	Lifeguard	\$9.25
Scheerens, Wanda J.	Cleaner PT	\$10.39
Schirmer, Peter C.	Seasonal Laborer	\$7.65
Schollnick, Lexi A.	Laborer (seasonal)	\$7.65

2012 PART-TIME, SEASONAL, ON-CALL, & TEMPORARY EMPLOYEES
for the January 2, 2013 Organizational Meeting

Name	Title	Hourly Rate
Schron-Metz, Sara A.	Recreation Leader (II)	\$8.65
Scott, Emily M.	Lifeguard	\$9.25
Sessler, Kaitlin A.	Lifeguard	\$9.25
Short, John J.	Firefighter	\$20.22
Shung, Lily A.	Librarian I On-Call	\$21.27
Singer, Paul A.	Firefighter On-Call	\$20.22
Sirotenko, Andrea K.	Recreation Assistant (II)	\$7.25
Siyoun, Niyat Y.	Library Page On Call	\$8.08
Smith, Alexander K.	Seasonal Laborer	\$7.65
Smith, Catherine D.	Lifeguard	\$9.25
Smith, Charlotte E.	Library Page (On Call)	\$8.08
Smith, Marion E.	Lifeguard	\$9.25
Smith, Whitney L.	Recreation Activity Specialist	\$10.00
Snead, Cheririne D.	Library Page On Call	\$8.08
Soble, Bradley S.	Recreation Assistant	\$7.25
Starsky, Lauren A.	Recreation Leader (II)	\$8.25
Steinfeldt, Mark D.	Library Page PT	\$9.73
Steinkamp, Jeremy T.	Seasonal Laborer	\$7.65
Stemmer, Pauline R.	Library Aide PT	\$12.63
Stone, Matthew D.	Recreation Assistant (II)	\$7.25
Streeter, Margaret B.	Office Clerk III PT	\$15.89
Streiff, Kathryn C.	Lifeguard	\$9.65
Sullivan, Kelly M.	Recreation Leader (III)	\$7.75
Suss, Mary E.	Library Aide PT	\$13.93
Tanksley, Tiera C.	Recreation Assistant (I)	\$7.65
Templeton, Douglas J.	Recreation Leader - Seasonal	\$9.15
Tirado, Carlos J.	Lifeguard	\$9.25
Tisdale, Timothy	Cleaner PT	\$11.94
Tracy, Richard L.	Assistant Fire Marshal PT	\$17.82
Urso, Kiersten S.	Recreation Leader (II)	\$8.65
Vick, Benjamin V.	Lifeguard	\$9.65
Voss, Amy J.	Recreation Leader (II)	\$8.25
Vroman, Ronald A.	Recreation Activity Specialist	\$15.00
Wagar, Patricia R.	Office Clerk IV PT	\$18.05
Walter, Judith T.	Library Aide PT	\$13.93
Weiner, Joshua M.	Lifeguard	\$9.25
Weiner, Judy G.	Librarian I PT	\$22.55
West, Stacie R.	Library Aide On-Call	\$10.67
Whitbeck, Kathryn E.	Library Page PT	\$8.08
Winterroth, Karen E.	Office Clerk IV PT	\$14.87
Wolfe, Heather J.	Lifeguard	\$9.65
Wong, Michael E.	Seasonal Laborer	\$7.25
Wood, Corey M.	Recreation Leader (I)	\$8.75
Wood, Kristin E.	Recreation Assistant (II)	\$7.25
Woodyard, Dennis J.	Library Aide PT	\$11.96
Wynn, Lillian L.	Lifeguard	\$9.65
Yohannes, Erica M.	Recreation Assistant (II)	\$7.25
Yohannes, Stacey L.	Recreation Assistant (II)	\$7.25
Zane, Elizabeth A.	Lifeguard (I)	\$9.65

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, in said Town of Brighton on the 2nd day of January 2013.

PRESENT:

- WILLIAM W. MOEHLE,
Supervisor
- JAMES R. VOGEL,
- LOUISE NOVROS,
- JASON S. DIPONZIO,
- CHRISTOPHER K. WERNER,
Councilpersons

RESOLVED, that the following banks and trust companies, authorized to do business in and with offices/branches located in the State of New York, be and are hereby designated as depositories in all or any of which the Supervisor, the Town Clerk, Town Justices, and the Receiver of Taxes and Assessments of the Town of Brighton may deposit moneys of the said Town coming into their hands by virtue of their offices:

- | | |
|--|---|
| JP Morgan/Chase Bank | First Niagara |
| Key Bank | Manufacturers and Traders Trust Company |
| Bank of America | Municipal Investors Services Corp. |
| Canandaigua National Bank
and Trust Company | |

Be it further RESOLVED, that dollar limits as to the amount of deposits and/or investments that may be placed with any one bank or trust company shall be as provided in the Town's Deposit and Investment Policy, and be it further

RESOLVED that the Supervisor, as Chief Fiscal Officer of the Town, is authorized to execute any and all agreements necessary to affect this Resolution

Dated: January 2, 2013

UPON ROLL CALL VOTE

- WILLIAM W. MOEHLE _____
- JAMES R. VOGEL _____
- LOUISE NOVROS _____
- JASON S. DIPONZIO _____
- CHRISTOPHER K. WERNER _____



SUZANNE E. ZASO
DIRECTOR OF FINANCE
2300 ELMWOOD AVENUE
ROCHESTER, NEW YORK 14618
(585) 784-5210 Fax (585) 784-5396

To: The Honorable Town Board
From: Suzanne Zaso, Director of Finance 
Date: January 2, 2013
Subject: Deposit and Investment Policy – 2013 Review and Update

I request that your Honorable Body review and adopt the attached Deposit and Investment Policy for 2013. Changes from the 2012 adopted policy include the elimination of Citizens Bank, as they are no longer providing government banking services, and the change from HSBC Bank to First Niagara Bank due to First Niagara's purchase of HSBC branches.

I would be happy to respond to any questions that members of the Town Board may have regarding this matter

Cc: K. Gordon

TOWN OF BRIGHTON DEPOSIT AND INVESTMENT POLICY

Policy Scope:

The following Deposit and Investment Policy shall apply to all financial resources available to the Town of Brighton for deposit and/or investment for the benefit of the Town or other individuals or entities.

Policy Objectives:

The Policy objectives of the Town of Brighton's deposit and investment activities are (in the order of their importance):

- to conform to all applicable Federal, State, and local government requirements;
- to adequately protect the principal amount of all deposits and investments;
- to plan for and provide sufficient liquidity for such deposits and investments sufficient to provide for payment of all operating and capital budget requirements in a timely manner;
- to obtain a reasonable rate of return, dependent on market conditions, on such deposits and investments.

Delegation of Authority:

Responsibility for oversight of the Town's deposits and investments is vested in the Supervisor, as Chief Fiscal Officer of the Town (Town Law Sec 29). The Supervisor delegates daily responsibility for the administration of all deposits and investments to the Director of Finance, who shall establish procedures for daily program operation that are consistent with this Policy. All subsequent references regarding powers given to the Director of Finance shall be assumed to also extend to the Supervisor since he is the Chief Fiscal Officer.

Prudence and Care:

The Supervisor, Director of Finance, their designees, and all other Town employees involved in the deposit and/or investment process shall at all times act responsibly and with a great degree of care in that such financial resources are held in the public trust. They shall avoid any financial transaction that could, or might be construed to be, in violation of the public trust.

**TOWN OF BRIGHTON
DEPOSIT AND INVESTMENT POLICY (Cont'd.)**

Diversification:

It shall be the policy of the Town of Brighton to diversify its deposits and investments. Diversification will further protect the principal amount of deposits and investments but may not serve to maximize interest earnings. No more than 80% of total available cash may be placed in any one particular bank at any given time. It shall be the policy of the Town of Brighton to reasonably balance the needs for yield and protection of principal.

Internal Controls:

The Director of Finance shall establish and maintain an internal control structure to provide reasonable, but not absolute, assurance that deposits and investments are properly safeguarded and that such transactions are executed and recorded properly and made and managed in compliance with applicable laws and regulations and this Policy.

Deposits

As detailed in General Municipal Law Section 10 and this Policy, the Director of Finance may deposit funds in accordance with applicable statute and this Policy. In accordance with an annual resolution of the Town Board, the following commercial banks and/or trust companies have been designated as authorized depositories for funds of the Town and/or funds within the Town's control. This Policy further regulates such deposits by limiting deposits to the following maximum amounts:

<u>Bank Name</u>	<u>Maximum Amount</u>
Bank of America	\$25,000,000
Canandaigua National Bank and Trust	\$15,000,000
J.P. Morgan Chase Bank	\$25,000,000
Key Bank	\$10,000,000
M & T Bank	\$25,000,000
First Niagara Bank	\$10,000,000

The above-listed maximum deposit amounts for M&T Bank and JP Morgan Chase Bank may be increased by an additional \$15,000,000, to a maximum of \$40,000,000 when the Receiver of Taxes is collecting and disbursing school tax payments.

**TOWN OF BRIGHTON
DEPOSIT AND INVESTMENT POLICY (Cont'd.)**

Collateralizing of Deposits:

In accordance with the provisions of General Municipal Law Section 10, all deposits of the Town of Brighton, including Certificates of Deposit, in excess of amounts insured under the provisions of the Federal Deposit Insurance Act shall, at all times, be secured:

-by a pledge of "eligible securities" with an aggregate market value equal to or greater than the aggregate amount of deposits, together with agreed upon interest, to be secured in this manner. Such "eligible securities" permitted to secure Town deposits are indicated in Appendix A to this Policy. Specific types of securities qualifying as "eligible securities" are further identified in the State Comptroller's Local Government Management Guide titled Investing and Protecting Public Funds. The Director of Finance shall have discretionary authority to reject the pledge of specific eligible securities if he/she believes the securities to be inappropriate for use as collateral.

-and/or by an eligible surety bond payable to the Town of Brighton for an amount equal to or greater than the aggregate amount of deposits, together with agreed upon interest, to be secured in this manner. Such surety bond must be issued by an insurance company authorized to do business in New York, and whose claims paying ability is rated in the highest rating category by at least two nationally recognized statistical rating organizations.

Safekeeping of Collateral Pursuant to Written Agreement:

Eligible securities used for collateralizing deposits shall be held by the depository bank or a third party custodial agent, at the discretion of the Town of Brighton, and subject to written security and custodial agreements.

The legally required written security agreement shall provide that eligible securities are being pledged to secure deposits of the Town, together with agreed upon interest (if any), and any costs or expenses arising out of the collection of such deposits upon default. The agreement shall also provide any conditions under which securities may be sold, presented for payment, substituted, or released, as well as the events which would enable the Town to exercise its rights against the pledged securities should such action become necessary.

**TOWN OF BRIGHTON
DEPOSIT AND INVESTMENT POLICY (cont'd.)**

The legally required written custodial agreement shall provide that securities held by the depository bank or a third party custodial agent will be kept separate from the general assets of the depository bank or custodial agent. The agreement shall also provide that the depository bank or custodial agent shall confirm, in writing, any receipt, substitution, or release of securities. The agreement must also provide for the frequency of valuation of the pledged securities, which shall be no less frequently than monthly, and any provisions needed to ensure the Town's perfected interest in the securities.

Investments

As detailed in General Municipal Law Section 11 and this Policy, the Director of Finance, or their designee, may invest monies not immediately needed for expenditure in the following types of legally permitted investments:

- Interest bearing Checking and/or Savings Accounts
- Certificates of Deposit
- Obligations of the United States of America
- Obligations guaranteed by Agencies of the United States, for which the United States of America guarantees the payment of principal and interest on the obligations
- Obligations of the State of New York
- Obligations issued pursuant to Local Finance Law Section 24 or 25 (with the approval of the State Comptroller) by any municipality, school district, or district corporation other than the Town of Brighton
- Obligations of Public Authorities, Public Housing Authorities, and Urban Renewal Agencies where the State statutes governing such entities or whose specific enabling legislation authorizes such investments
- Obligations issued by the Town of Brighton where such investment shall be made from monies on deposit in a Town Board authorized reserve fund, where such investment has been authorized by resolution of the Town Board

**TOWN OF BRIGHTON
DEPOSIT AND INVESTMENT POLICY (cont'd.)**

All investment obligations shall be redeemable, at the option of the Town of Brighton, as the proceeds of the investment(s) will be needed to meet expenditures for purposes for which the monies were provided. In addition, obligations purchased with the proceeds of bonds or notes shall be redeemable within two years of the date of purchase. For Repurchase Agreements, the repurchase date and not the maturity date of the underlying security(s) shall govern.

Authorized Financial Institutions and Security Dealers:

The Town of Brighton authorizes the following list of financial institutions and security dealers for investment purposes, and establishes the maximum dollar limits of investments that may be made with each. These maximum dollar limits are inclusive of the maximum deposit amounts indicated in the Deposits section of this policy, but do not include the additional \$15,000,000 in deposits authorized during the period September 1st through November 1st in that the Town is not authorized to invest school taxes collected on behalf of the five school districts levying taxes in the Town. All financial institutions with which the Town conducts business must be credit worthy. The Director of Finance, with the assistance of higher levels of government, is responsible for evaluating the financial condition of authorized financial institutions and security dealers. Security dealers not affiliated with an authorized depository bank must be classified as a reporting dealer and affiliated with the New York Federal Reserve Bank as a primary dealer.

<u>Bank/Security Dealer Name</u>	<u>Maximum Amount</u>
Bank of America	\$25,000,000
Canandaigua National Bank and Trust	\$15,000,000
J.P. Morgan Chase	\$25,000,000
Key Bank	\$10,000,000
M & T Bank	\$25,000,000
First Niagara Bank	\$10,000,000
Municipal Investors Service Corp	\$10,000,000

**TOWN OF BRIGHTON
DEPOSIT AND INVESTMENT POLICY (cont'd.)**

Purchase of Investments:

The Director of Finance may contract or place orders for the purchase of investments:

- Directly, through an authorized financial institution or securities dealer
- By participation in a cooperative investment program with another authorized governmental entity(s) pursuant to Article 5G of the General Municipal Law
- Through a repurchase agreement (REPO), subject to terms of a required Master Repurchase Agreement. For REPO's, trading partners are limited to those authorized banks and security dealers as identified above. Obligations purchased shall be limited to obligations of the United States of America and/or by obligations guaranteed by agencies of the United States.

All purchased obligations, unless registered in the name of the Town of Brighton, shall be purchased through, delivered to, and held in the custody of a custodial bank. All purchased obligations shall be held separately from the general assets of the custodial bank or securities dealer. Such obligations shall be purchased, sold, or redeemed in accordance with prior authorization of the Director of Finance. All transactions shall be confirmed in writing by the custodial agreement as described in General Municipal Law Section 10. Such agreement shall include all provisions necessary to provide the Town a perfected interest in the obligations(s) purchased.

Review and Amendment of Policy:

This Policy shall be reviewed on no less than an annual basis, and modified by formal action of the Town Board as necessary.

This Policy was reviewed and first approved by the Town Board on 4/28/93. The Policy was subsequently updated and reaffirmed by Town Board on 5/24/95, 2/14/96, 6/12/96, 2/24/99, 3/8/00, 4/11/01, 1/14/04, 1/3/05, and 1/3/06, 1/10/07, 1/3/08, 1/2/09, 1/4/10, 1/5/11, 1/3/12, 2/8/12, 1/2/13.

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, in said Town of Brighton on the 2nd day of January 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

JAMES R. VOGEL
LOUISE NOVROS
JASON S. DIPONZIO
CHRISTOPHER K. WERNER
Councilpersons

RESOLVED, that a memorandum dated January 2, 2013 from Suzanne Zaso Director of Finance, concerning authorization for Petty Cash and Change Funds for the fiscal year 2013, be received and filed; and be it further

RESOLVED, that the following listed Change Funds and Petty Cash Funds are authorized for the fiscal year 2013 in the amounts shown for each listed department; and be it further

RESOLVED, that those employees listed are responsible for the safe keeping of these duly authorized funds, serving in their capacity as Custodian.

<u>Name of Fund</u>	<u>Custodian</u>	<u>Authorized Amt.</u>
Town Clerk Change Fund	Daniel E. Aman	\$ 300.
Library Change Fund	Jennifer Ries-Taggart	205.
Town Court Change Fund	Dianne Burdett	250.
Recreation-Town Hall Pool Change Fund	Katie Kogler	50.
Recreation-B.H.S. Pool Change Fund	Katie Kogler	20.
Recreation Office Change Fund	Mary Legasse	100.
Rec. Sunset Serenades Change Fund	Rebecca Cotter	25.
Police Department Fees Change Fund	J.P. O'Brien	25.
General Petty Cash Fund-Cash	Daniel E. Aman	400.
General Petty Cash Fund-Checking	Suzanne Zaso	250.
Library Petty Cash Fund-Cash	Jennifer Ries-Taggart	200.

Dated: January 2, 2013

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE _____
 JAMES R. VOGEL _____
 LOUISE NOVROS _____
 JASON S. DIPONZIO _____
 CHRISTOPHER K. WERNER _____

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton Town
Hall, in said Town of Brighton on the 2nd day of
January 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor
JAMES R. VOGEL
LOUISE NOVROS
JASON S. DIPONZIO
CHRISTOPHER K. WERNER
Councilpersons

WHEREAS, the Town contracts with various part-time program, special event service providers, and vendors throughout the year for various Parks and Recreation Department programs and special events; it is therefore

RESOLVED, that letter dated December 3, 2012 from Jerry LaVigne, Director of Parks and Recreation be received and filed; and be it further

RESOLVED, that the Supervisor is hereby authorized to execute agreements and/or contracts with various part-time program, special event service providers and/or vendors, based upon the recommendation of appropriate staff for the Parks and Recreation Department for the year 2013.

Dated: January 2, 2013

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE _____

JAMES R. VOGEL _____

LOUISE NOVROS _____

JASON S. DIPONZIO _____

CHRISTOPHER K. WERNER _____

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton
Town Hall, in said Town of Brighton on the 2nd day
of January 2013

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

JAMES R. VOGEL,
LOUISE NOVROS,
JASON S DIPONZIO,
CHRISTOPHER K. WERNER

Councilpersons

RESOLVED, that a memorandum dated December 18, 2012 from Elaine K. Ainsworth, Town Assessor, concerning her reappointment as Assessor, be received and filed; and be it further

RESOLVED, that the Town Board hereby reappoints Elaine K. Ainsworth as Town Assessor for a term commencing on October 1, 2013 and expiring on September 30, 2019.

Dated: January 2, 2013

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE	_____
JAMES R. VOGEL	_____
LOUISE NOVROS	_____
JASON S. DIPONZIO	_____
CHRISTOPHER K. WERNER	_____

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton Town
Hall, in said Town of Brighton on the 2nd day of
January 2013.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

JAMES R. VOGEL

LOUISE NOVROS

JASON S. DIPONZIO

CHRISTOPHER K. WERNER

Councilpersons

RESOLVED, that Kenneth W. Gordon, Esq., be and hereby is retained as Attorney for the Town of Brighton for the calendar year 2013, pursuant to Town Law Section 20(2)(b), and the terms of the Engagement Letter dated December 18, 2012 attached hereto; and he is retained as counsel for the Historic Preservation Commission for the calendar year 2013, pursuant to the terms of said Engagement Letter. The Supervisor is hereby authorized to execute said Engagement Letter in the name of the Town of Brighton

Dated: January 2, 2013

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE

JAMES R. VOGEL

LOUISE NOVROS

JASON S. DIPONZIO

CHRISTOPHER WERNER

Gordon & Schaal, LLP
Attorneys at Law

1039 Monroe Avenue
Rochester, New York 14620

Telephone: (585) 244-1070
Facsimile: (585) 244-1085

December 18, 2012

Dear Supervisor Moehle:

I have enjoyed serving in the position of Attorney to the Town for calendar year 2012. I am excited about the prospect of serving you and the Town Board in this capacity for 2013. In response to your request for a specific proposal regarding compensation, I would propose that the scope of services be identical to those provided to the Town under the contract for 2012, including acting as counsel to the Historic Preservation Commission. Services would not include representation of the Town in litigation, but would include supervision of special counsel hired for this purpose.

The fixed fee for the contract year for services as Attorney to the Town would be \$53,000.00 and the services for acting as counsel to the Historic Preservation Commission would be \$7,000.00 for a total of \$60,000.00. The contract would be payable on a monthly basis in the amount of \$5,000.00. It is my belief that the proposed fee is within both the adopted budget and is reasonable for fees charged to the Town in both these capacities.

It would be my great pleasure to continue to work with you and the Town Board to serve the Town of Brighton and its residents in this capacity. Please let me know if you need any additional information.

Very truly yours,

S/ Kenneth W Gordon

Kenneth W. Gordon

**SIGN
HERE**

Approved & Authorized by the Town Board on January __, 2013.

Hon: William Moehle, Supervisor

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton Town
Hall, in said Town of Brighton on the 2nd day of
January 2013.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

JAMES R. VOGEL
LOUISE NOVROS
JASON S. DIPONZIO
CHRISTPHER K. WERNER

Councilpersons

RESOLVED, that David M. Dollinger, Esq., be and hereby is retained as Deputy Attorney for the Town of Brighton for the calendar year 2013, pursuant to Town Law Section 20(2)(b) and the terms set forth in the Engagement Letter dated January 1, 2013, attached hereto. The Supervisor is hereby authorized to execute said Engagement Letter in the name of the Town of Brighton

Dated: January 2, 2013

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE _____

JAMES R. VOGEL _____

LOUISE NOVROS _____

JASON S. DIPONZIO _____

CHRISTOPHER K. WERNER _____

 **DOLLINGER
ASSOCIATES, PC**
REAL ESTATE AND BANKING LAW

January 1, 2013

Supervisor William Moehle
Town of Brighton
2300 Elmwood Avenue
Rochester, NY 14618

RE: Deputy Attorney for the Town of Brighton

Dear Supervisor Moehle:

This letter, when countersigned by you shall confirm the engagement of Dollinger Associates, P. C., as Deputy Attorney for the Town of Brighton for the Period January 1, 2013 thru December 31, 2013.

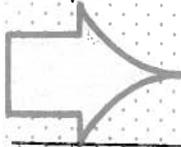
Legal services provided by Dollinger Associates, P. C. shall include all of those services customarily provided by the Deputy Town Attorney. The firm will be paid the sum of \$29,500.00 annually for such legal services. Disbursements, if any, will be billed monthly to the Town.

I look forward to working with the Town Board and Staff during this coming year.

Sincerely,

DOLLINGER ASSOCIATES, P.C.
David M. Dollinger, Esq.

Accepted: The Town of Brighton



By: William Moehle, Supervisor

**SIGN
HERE**

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, in said Town of Brighton on the 2nd day of January 2013.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

JAMES R. VOGEL
LOUISE NOVROS
JASON S. DIPONZIO
CHRISTOPHER K. WERNER

Councilpersons

RESOLVED, that correspondence dated December 17, 2012 from William W. Moehle, Brighton Town Supervisor, be received and filed; and be it further

RESOLVED, that the Brighton Town Board concurs with the appointment of Mary Jo Lanphear, of 322 Village Lane, Rochester, NY 14610, as Town Historian of the Town of Brighton for a term of one (1) year commencing January 1, 2013 and ending December 31, 2013 is hereby ratified; and be it further

RESOLVED, that the Brighton Town Board approves the recommended compensation as set forth in attached communication.

Dated: January 2, 2013

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE _____

JAMES R. VOGEL _____

LOUISE NOVROS _____

JASON S. DIPONZIO _____

CHRISTOPHER K. WERNER _____



TOWN OF BRIGHTON
William W. Moehle
Supervisor

December 17, 2012

Honorable Town Board
Town of Brighton
2300 Elmwood Avenue
Rochester, New York 14618

Dear Honorable Board Members,

I hereby re-appoint Mary Jo Lanphear, of 32 Village Lane, Rochester, NY 14610 as the Brighton Town Historian for a one-year term commencing January 1, 2013 through December 31, 2013.

I also recommend that compensation be set at an annual rate of \$4,463 and that 90% of appointee's Health Insurance yearly premium for an individual mid-plan policy be paid by the Town of Brighton, as set forth in previous years' employment.

Sincerely,

William W. Moehle
Supervisor

WWM:mah

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, 2300 Elmwood Avenue, in said Town of Brighton on the 2nd day of January, 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

JAMES R. VOGEL
LOUISE NOVROS
CHRISTOPHER K. WERNER
JASON S. DIPONZIO

Councilpersons

RESOLVED, that a copy of Memorandum dated January 2, 2013 from Brighton Town Supervisor William W. Moehle be received and filed, and be it further

RESOLVED, that the Town Board hereby affirms the Town Council Members appointed by Supervisor Moehle, as indicated in Memorandum attached hereto, to serve as Chairpersons and/or members of the Public Works, Public Safety, Financial & Administrative Services (FASC) and Parks & Rec. Community Services Committees (PARCS) effective immediately.

Dated: January 2, 2013

William W. Moehle, Supervisor	Voting	_____
James R. Vogel, Councilperson	Voting	_____
Louise Novros, Councilperson	Voting	_____
Christopher K. Werner, Councilperson	Voting	_____
Jason S. DiPonzio, Councilperson	Voting	_____

MEMORANDUM

FROM: William W. Moehle
TO: Brighton Town Board
DATE: January 2, 2013
RE: Town Board Committee Assignments

Effective immediately, the composition of Brighton Town Board Committees for 2013 is as follows:

Public Works (PWC) **Public Safety (PSC)** **Finance & Administrative Services (FASC)** **Parks and Recreation Community Services (PARCS)**
*Jim Vogel *Jason DiPonzio *Christopher Werner *Louise Novros
**Christopher Werner **Louise Novros **Jason DiPonzio **Jim Vogel

- Town Board Committees are established and appointed by the Town Supervisor, who will serve as a member of each Committee
- The New York State Open Meeting Law applies to Town Board Committee Meetings
- The Town Board Committees are advisory to the Town Board
- Staff Liaisons to the Town Board Committees:

- PWC Tim Keef, Commissioner of Public Works or his designee
- PSC Christopher Roth, Fire Marshal or his designee
- FASC Suzanne Zaso, Finance Director or her designee
- CSC Jerry LaVigne, Parks and Recreation Director or his designee

- Each Town Board Committee will set its meeting schedule, and the staff liaison will ensure that public notice is provided. If meetings are rescheduled, the staff liaison will ensure that public notice of the change is provided.
- All Town Board members will receive a copy of all committee agendas at the time the agenda is distributed to the committee

NOTE:

- *COMMITTEE CHAIR**
- **COMMITTEE MEMBER**

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton Town
Hall, in said Town of Brighton on the 2nd day of
January 2013.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

JAMES R. VOGEL

LOUISE NOVROS

JASON S. DIPONZIO

CHRISTOPHER K. WERNER

Councilpersons

RESOLVED, that a memorandum dated January 1, 2013, from Daniel E. Aman, Town Clerk, concerning the Town's records retention policy, be received and filed; and be it further

RESOLVED, that the Town Board hereby approves the records retention schedule in the form filed in the Town Clerk's Office, as the Town's minimum records retention list.

Dated: January 2, 2013

UPON ROLL CALL VOTE:

WILLIAM W. MOEHLE

JAMES R. VOGEL

LOUISE NOVROS

JASON S. DIPONZIO

CHRISTOPHER K. WERNER

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton Town
Hall, in said Town of Brighton on the 2nd day of
January 2013.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

JAMES R. VOGEL,
LOUISE NOVROS,
JASON S. DIPONZIO,
CHRISTOPHER K. WERNER,

Councilpersons

RESOLVED, that the attached Salary Schedule of Town Officers and Employees, and their pay periods, are hereby fixed and determined for January 1, 2013 through December 31, 2013, subject to such further action which the Town Board may take from time to time pursuant to Section 27 of the Town Law.

Dated: January 2, 2013

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE

JAMES R. VOGEL

LOUISE NOVROS

JASON S. DIPONZIO

CHRISTOPHER K. WERNER

**TOWN OF BRIGHTON
2013 PAYROLL**

<u>PAYROLL #</u>	<u>CHECK DATE</u>
1	1/11/2013
2	1/25/2013
3	2/8/2013
4	2/22/2013
5	3/8/2013
6	3/22/2013
7	4/5/2013
8	4/19/2013
9	5/3/2013
10	5/17/2013
11	5/31/2013
12	6/14/2013
13	6/28/2013
14	7/12/2013
15	7/26/2013
16	8/9/2013
17	8/23/2013
18	9/6/2013
19	9/20/2013
20	10/4/2013
21	10/18/2013
22	11/1/2013
23	11/15/2013
24	11/29/2013
25	12/13/2013
26	12/27/2013

Town of Brighton
2013 Salaried Employees
for the January 2, 2013 Organizational Meeting

Department	Title	Name	1/1/2013 Annual Salary
Town Council:	Councilperson	DiPonzio, Jason S.	21,515.000
	Councilperson	Werner, Christopher K.	21,515.000
	Councilperson	Novros, Louise	21,515.000
	Councilperson	Vogel, James R.	21,515.000
Justice:	Clerk to Town Justice	Schiller, Mary J.	52,416.000
	Clerk to Town Justice (Administrator)	Burdett, Dianne W.	62,608.000
	Office Clerk II	Schirmer, June E.	45,154.200
	Office Clerk III	Kellenberger-Warax, Mai	39,130.000
	Town Justice	Falk, John A.	49,043.000
	Town Justice	Morris, Karen L.	49,043.000
Supervisor:	Assistant to the Supervisor	Hussar, Mary Ann	61,401.600
	Town Supervisor	Moehle, William W.	94,298.000
Finance:	Budget Officer	Robinson, Andrew C.	56,729.400
	Director of Finance	Zaso, Suzanne E.	93,910.330
	Sr Account Clerk	Rosario, Jose D.	45,154.200
Rec of Taxes:	Deputy Receiver of Taxes	Lull, Margaret G.	35,508.200
	Receiver of Taxes	Aman, Daniel E.	25,205.000
Assessor:	Assessor	Ainsworth, Elaine	81,363.550
	Office Clerk II	Morris, Renee L.	45,154.200
Town Clerk:	Deputy Town Clerk/Rec of Taxes	Marcus, David G.	54,371.200
	Town Clerk/Receiver	Aman, Daniel E.	51,056.000
Public Works:	Commissioner DPW	Keef, Timothy E.	98,852.940
	Engineering Assistant	Mineker, Eric C.	43,188.600
	Junior Engineer	Roscoe, Chad J.	59,150.000
	Office Clerk III	Major, Lekya T.	39,130.000
	Town Engineer	Guyon, Michael E.	93,420.600
Facility Operations:	Laborer	Catracchia, Laura L.	33,550.400
	Maintenance Mechanic	Hall, Kevin L.	51,604.800
	S/S Facilities Administrator	Hall, Kevin L.	5,493.000
Info Systems:	Coordinator of Data Processing	Wentworth, Susan A.	78,603.200

Town of Brighton
2013 Salaried Employees
for the January 2, 2013 Organizational Meeting

Department	Title	Name	1/1/2013 Annual Salary
Police:	Chief	Henderson, Mark	130,208.000
	Captain	Cline, Robert	113,226.000
	Captain	Principe, William	113,226.000
	Lieutenant	Catholdi, Charles	100,298.000
	Lieutenant	Ward, Ronald	100,298.000
	Sergeant	Bruzda, Walter	92,014.000
	Sergeant	Desain, Michael	92,014.000
	Sergeant	Fisher, Robert	92,014.000
	Sergeant	Molisani, David	92,014.000
	Sergeant	Swancott, David	92,014.000
	Sergeant	Wagner, Christopher	92,014.000
	Police Officer (Investigator)	Ciulla, Gary	82,412.000
	Police Officer (Investigator)	Dennis, Kevin	82,412.000
	Police Officer (Investigator)	Karch, Timothy	82,412.000
	Police Officer (Investigator)	Liberatore, Mark	82,412.000
	Police Officer	Caraballo, Jose	80,013.000
	Police Officer	Cecere, Brian	80,013.000
	Police Officer	Corey, Scott	80,013.000
	Police Officer	DeNero, James	80,013.000
	Police Officer	Flora, Cal	59,610.000
	Police Officer	Hillier, Lisa	80,013.000
	Police Officer	Hoffman, Jeffrey	69,977.000
	Police Officer	Houseman, Shawn	80,013.000
	Police Officer	Hunt, Stephen	80,013.000
	Police Officer	Kaiser, Heidi	59,610.000
	Police Officer	Keller, Justin	80,013.000
	Police Officer	Knutowicz, Julie	80,013.000
	Police Officer	Laubacher, Allison	80,013.000
	Police Officer	Lehigh, Ryan	80,013.000
	Police Officer	Montes, Julio	80,013.000
	Police Officer	Romach, Michael	80,013.000
	Police Officer	Ruffalo, Jeffrey	80,013.000
	Police Officer	Shafer, James	80,013.000
	Police Officer	Skidmore, Mark	80,013.000
	Police Officer	Steve, Brad	80,013.000
	Police Officer	Stickles, Renee	80,013.000
	Police Officer	Tumbiolo, James	80,013.000
	Police Officer	Woodard, Keith	59,610.000
	Administrative Analyst	O'Brien, John P.	62,608.000
	Clerk I	Saucke, Jean M.	43,188.600
	Clerk III	Ost, Susan	39,130.000

Town of Brighton
2013 Salaried Employees
for the January 2, 2013 Organizational Meeting

Department	Title	Name	1/1/2013 Annual Salary
Police:	Office Clerk II	Monaghan, Diane	45,154.200
	Office Clerk II	Rampello, Joyce C.	45,154.200
	Office Clerk III	Pike, Jacquelyn A.	32,177.600
	School Traffic Guard	Cohen, Robert L.	10,466.000
	School Traffic Guard	Coppeta, Jill M.	10,466.000
	School Traffic Guard	Gill, Colleen E.	10,466.000
	School Traffic Guard	Harrison-Bayer, Linda G.	10,466.000
	School Traffic Guard	Lyons, Barbara A.	10,466.000
	School Traffic Guard	McGee, Edward J.	10,466.000
	School Traffic Guard	O'Neill, Lauren A.	10,466.000
	School Traffic Guard	Penberg, Victoria E.	10,466.000
	School Traffic Guard	Pollock, Michael E.	10,466.000
School Traffic Guard	Wedel, Beverly K.	10,466.000	
Fire Protection:	Fire Marshal	Roth, Christopher A.	68,777.800
	Fire Protection Dist Administrator	Roth, Christopher A.	4,371.000
Highway Super:	Deputy Highway Superintendent	Anderson, Timothy J.	89,793.600
	Highway Superintendent	Keef, Timothy E.	11,406.110
Highway:	Accountant	Banker, Amy J.	59,150.000
	Engineering Assistant	Garcia, Evert F.	51,833.600
	Foreman (Roads)	Heinsbergen, Ernest P.	88,434.000
	Foreman (Roads)	Springer, Peter D.	90,826.920
Sr. Citizen Program: Recreation Admin:	Sr. Citizen Program Specialist	McGory, Nancy A.	55,000.400
	Assistant Recreation Director	Beeman, Matthew S.	62,608.000
	Assistant Recreation Director	Cotter, Rebecca J.	62,608.000
	Clerk II	Legasse, Mary L.	45,154.200
	Director of Parks & Rec	Lavigne, Gerard J.	94,145.650
	Office Clerk III	Sumner, Melissa A.	39,130.000
	Pool Recreation Supervisor	Kogler, Katie E.	52,416.000
Library:	Account Clerk Typist	Dufresne, Anne B.	39,139.000
	Administrative Analyst	Dutcher, Kathryn	52,622.000
	Librarian I	Schaeffer, Elissa A.	47,394.000
	Librarian II	Bashore, Matthew L.	61,670.000
	Librarian II	Fretz, Lynne K.	61,670.000
	Librarian II	Viviani, Deena M.	58,821.000
	Librarian II	Yerkes, Kory A.	53,133.000
	Library Aide	Drumm, Rebecca A.	26,613.000

Town of Brighton
2013 Salaried Employees
for the January 2, 2013 Organizational Meeting

Department	Title	Name	1/1/2013 Annual Salary
Library:	Library Aide	Montean, Gail A.	26,613.000
	Library Clerk	Mancuso, Jennifer L.	34,460.000
	Library Director III	Ries-Taggart, Jennifer T.	98,851.000
	Network Technician	Sanna, Dominick M.	49,133.000
	Sr Library Clerk	Rosenberg, Judy	41,506.000
Historian:	Historian PT	Lanphear, Mary Jo	4,376.000
Building/Planning:	Associate Planner	Boehner, Ramsey A.	86,650.200
	Building Inspector	Bailey, Edward	49,067.200
	Office Clerk II	Petri, Mary E.	45,154.200
	Planner	Distefano, Richard	62,608.000
	Planning Technician	White, Paul R.	55,000.400
Sewer:	Sewer Construction Inspector	Zimmer, Stephen	82,711.800