



**COMMUNICATIONS:**

**FROM** Henry Harrison to Supervisor dated April 12, 2013 regarding Auxiliary Police

**FROM** County Executive Maggie Brooks dated April 17, 2013 to Supervisor regarding inclusion of the Crittenden Road Sidewalks project into the 2013 Annual Action Plan for Housing and Community Development in suburban Monroe County.

**FROM** Dennis Adams dated April 13, 2017 and Christopher and Jennifer Urbanski dated April 17, 2013, of Glen Road to Supervisor and members of the Town Board writing with their concerns regarding the creation of additional parking spaces to access Corbett's Glen Park.

**FROM** Robert and Patricia Levine dated April 18, 2013 to Supervisor regarding his recent BP Post column concerning the approved WBFPD Dissolution Plan

Motion by Councilmember Louise Novros seconded by Councilmember James Vogel that the aforementioned communications be received and filed

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

**COMMITTEE REPORTS:**

Parks and Recreation Community Services – Next meeting 4/29/2013 at 4:30 PM at Brookside  
Finance and Administrative Services – Next meeting 4/25/2013 at 2:00 PM in Stage Conference Room

Public Safety Services – Next meeting 5/14/2013 at 8:00 AM in Downstairs Meeting Room

Public Works Services – Next meeting 5/6/2013 at 9:00 in Downstairs Meeting Room

**NEW BUSINESS:**

**MATTER RE:** Reading and approval of claims

Motion by Councilmember Christopher Werner seconded by Councilmember Jason DiPonzio that the Supervisor read and approve for payment the claims as set forth in Exhibit No. 1 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

**MATTER RE:** Designate August 2<sup>nd</sup> – August 11, 2013 as the Special Events period for 2013 in conjunction with the PGA Championship being held at Oak Hill Country Club August 5<sup>th</sup> – 11, 2013 (see Resolution #1).

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. 2 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

**MATTER RE:** Receive and file letter dated April 15, 2013 from David M. Dollinger, Esq. regarding Planning Board applications received by RG & E and the University of Rochester in connection with the Section 251 Substation Project off Kendrick Road (see Resolution #2, letter dated April 19, 2013 from Ramsey Boehner, Environmental Review Liaison Officer for the town, and letter from David M. Dollinger referenced herein).

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. 3 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

**MATTER RE:** Authorize approval for Supervisor to execute agreement with the Monroe County Soil and Water Conservation District for reimbursement funding needed for the proposed Monroe Avenue Pilot project and to increase budget appropriations in a particular account to support same (see Resolution #3 and letter dated April 9, 2013 from Michael Guyon, P.E. Town Engineer)

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. 4 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

**MATTER RE:** Accept with regret letter of resignation effective April 20, 2013 from Linda DeJohn after approximately 2 years with the Brighton Police Department (see Resolution #4 and letter dated April 10, 2013 from Police Chief Mark Henderson).

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. 5 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

**MATTER RE:** Authorize approval for Supervisor to execute the NYSDOT Supplemental Agreement No. 1 to the Federal-Aid Local Project Agreement for the Corwin Road Bridge Preventive Maintenance project (see Resolution #5 and letter dated April 11, 2013 from Michael Guyon, P.E., Town Engineer).

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. 6 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

**MATTER RE:** Authorize approval to designate Michael Guyon, Town Engineer as the Responsible Local Official for the Corwin Road Preventive Maintenance Project (see Resolution #6 and letter dated April 11, 2013 from Michael Guyon, P.E., Town Engineer).

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:** Authorize budget appropriation to support purchase of various law enforcement equipment for the Brighton Police Department using seized assets for (see Resolution #7, letter dated April 11, 2013 from Police Chief Mark Henderson and other associated documents).

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. 8 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

**MATTER RE:** Authorize Supervisor to execute agreement and any necessary change orders not exceeding 10% of contract price to M/E Engineering to provide Design Services on the Town Hall/Library Rooftop HVAC Unit replacement project (see Resolution #8 and letter dated April 12, 2013 from Michael Guyon, P.E. Town Engineer).

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. 9 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

**MATTER RE:** Authorize approval to reject all Bids received to purchase new Highway Department pick-up truck in order to secure lower pricing for same from newly released State Bid pricing schedule (see Resolution #9, letter dated April 11, 2013 from Timothy Keef, P.E. Commissioner of Public Works and associated materials).

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:** Authorize approval to pass the Monroe County Dept. of Transportation ordinance to establish Thru/Right Eastbound traffic control regulations at Brighton-Henrietta Town Line Road at Winton Road South (see Resolution #10, letter dated April 15, 2013 and associated MCDOT materials).

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. 11 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

**MATTER RE:** Authorization to modify existing Table of Organization within the Parks and Recreation, Public Works and Finance Departments (see Resolution #11 and letter dated April 22, 2013 from Gary Brandt, Dir. of Personnel & HR and Suzanne Zaso, Director of Finance).

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. 12 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

**MATTERS OF THE SUPERVISOR:**

**MATTER RE:** Expense and Revenue for period ending March 31, 2013

Motion by Councilmember James Vogel seconded by Councilmember Louise Novros to receive and file the aforementioned report

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

**MEETING ADJOURNED:**

Motion by Councilmember James Vogel seconded by Councilmember Louise Novros to adjourn at 8:24 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 24<sup>th</sup> day of April, 2013 and that I recorded said minutes of the aforesaid meeting of the Town Board of the Town of Brighton, New York

CLAIMS FOR APPROVAL AT TOWN BOARD MEETING

April 24, 2013

THAT THE CLAIMS AS SUMMARIZED BELOW HAVING BEEN APPROVED BY THE RESPECTIVE DEPARTMENT HEADS AND AUDITED BY THE TOWN BOARD AUDIT COMMITTEE ARE HEREBY APPROVED FOR PAYMENT.

A - GENERAL	\$ <u>185,866.10</u>
D - HIGHWAY	<u>119,453.23</u>
L - LIBRARY	<u>39,107.85</u>
SF - FIRE DIST	<u>558.42</u>
SS - SEWER DIST	<u>75,082.96</u>
TA - AGENCY TRUST	<u>21,847.05</u>
TOTAL	\$ <u><b>441,915.61</b></u>

UPON ROLL CALL

MOTION CARRIED \_\_\_\_\_

APPROVED BY:

\_\_\_\_\_  
SUPERVISOR

\_\_\_\_\_  
COUNCIL MEMBER

\_\_\_\_\_  
COUNCIL MEMBER

TO THE SUPERVISOR:

I CERTIFY THAT THE VOUCHERS LISTED ABOVE WERE AUDITED BY THE TOWN BOARD ON THE ABOVE DATE AND ALLOWED IN THE AMOUNTS SHOWN. YOU ARE HEREBY AUTHORIZED AND DIRECTED TO PAY TO EACH OF THE CLAIMANTS THE AMOUNT OPPOSITE HIS NAME.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
TOWN CLERK

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 24<sup>th</sup> day of April, 2013.

**PRESENT:**

WILLIAM W. MOEHLE,  
Supervisor

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

Councilpersons

**RESOLVED**, that pursuant to the Special Events Law of the Town of Brighton and specifically Section 207-38 of the Brighton Town Code the Town Board hereby designates August 2, 2013 through August 11, 2013 as the Special Events Period for 2013 to coincide with the activities in the community to be held in conjunction with the PGA Championship to be held at Oak Hill Country Club.

Dated: April 24, 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	_____

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 24<sup>th</sup> day of April, 2013.

**PRESENT:**

WILLIAM W. MOEHLE,  
Supervisor

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

Councilpersons

**RESOLVED**, that correspondence dated April 19, 2013 from Environmental Review Liaison Officer Ramsey A. Boehner and correspondence dated April 15, 2013 from Deputy Town Attorney David M. Dollinger, Esq. regarding the Environmental Review by the Planning Board of applications by the University of Rochester and Rochester Gas and Electric Corp. in connection with Section 251 Substation Project off Kendrick Road, be received and filed.

Dated: April 24, 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	_____



**TOWN OF BRIGHTON**  
MONROE COUNTY, NEW YORK

April 19, 2013

Honorable Town Board  
Town of Brighton  
2300 Elmwood Avenue  
Brighton, NY 14618

Re: Planning Board Applications 2P-NB1-13 and 2P-NB2-13 by RG&E and the U of R in  
Connection with Section 251 Substation Project off Kendrick Rd.

Honorable Supervisor and Members of the Board:

I recommend that your Honorable Body receive and file this communication together with the  
attached letter from David M. Dollinger, Esq., dated April 15, 2013 regarding Planning Board  
Applications 2P-NB1-13 and 2P-NB2-13 by RG&E and the U of R in Connection with Section  
251 Substation Project off Kendrick Rd.

Respectfully Submitted,



Ramsey A. Boehner  
Environmental Review Liaison Officer

cc: T. Keef  
D. Dollinger



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

April 15, 2013

William Moehle  
Supervisor  
Town Board  
Town of Brighton  
2100 Elmwood Ave  
Rochester, New York 14618

RE: Planning Board Application 2P-NB-13 and 2P-NB-13 By RGE and U of R in connection with Station 251 Substation Project off Kendrick Rd.

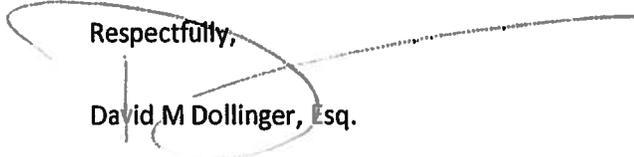
Ladies and Gentleman:

Rochester Gas and Electric and the University of Rochester currently have pending before the Planning Board the above referenced applications regarding the construction of an electrical substation on property off Kendrick Road (The "Planning Board Application"). In addition, on August 10, 2004 the University of Rochester submitted to the Town Board a pending application for approval to create and develop an Institutional Planned Development District (IPD) (The "Town Board Application"). As you aware by letter dated January 29, 2013 the University of Rochester has amended its Town Board Application withdrawing the property considered in the Planning Board Application from the plan proposed in the Town Board Application.

In conjunction with the Town Board Application for the IPD the applicant and the Town have accepted a Draft Environmental Impact Statement (DEIS) and the applicant has submitted, but the Town has not accepted, a proposed Final Environmental Impact Statement (FEIS). At this time, partially as a result of the simple passage of time, the University is proposing to supplement the current DEIS in anticipation of completion and submission of a FEIS for the proposed IPD.

I have discussed this matter with the Town Attorney and Town Staff in depth. It is my opinion, and our collective opinion, that the Town Board does not need to consider any Environmental Review action with respect to the application for the substation currently pending before the Planning Board. The Planning Board will undertake the appropriate environmental review concomitant with its analysis of the Planning Board Application.

Respectfully,

  
David M Dollinger, Esq.

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 24<sup>th</sup> day of April, 2013.

**PRESENT:**

WILLIAM W. MOEHLE,  
Supervisor

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

**RESOLVED**, that correspondence dated April 9, 2013 from Town Engineer Michael E. Guyon, P.E. regarding a request to authorize the Supervisor to execute an agreement with the County of Monroe Soil and Water Conservation District for reimbursement funding needed for the proposed Monroe Avenue Pilot project at Buckland Creek and to authorize the increase of budget appropriations in the proper accounts to support the same, be received and filed, and be it further

**RESOLVED**, that the Town Board hereby authorizes the Supervisor to execute an agreement with the County of Monroe Soil and Water Conservation District for reimbursement funding needed for the proposed Monroe Avenue Pilot project at Buckland Creek and further authorizes the increase of budget appropriations in the Highway Road Materials Account (D.HWY.5110 4.16) by \$41,700.00 to be fully supported by an increase in the budgeted revenues in the same amount for grants received from Monroe County (D.HWY.5140 2715).

Dated: April 24, 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	_____



# *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

April 9, 2013

The Honorable Finance and Administrative Services Committee  
Town of Brighton  
2300 Elmwood Avenue  
Rochester, New York 14618

Re: Monroe Avenue Pilot Project

Dear Councilperson Werner and Committee Members:

I am requesting that the Finance and Administrative Services Committee recommend that the Town Board authorize the Supervisor to execute an agreement with the Monroe County Soil and Water Conservation District. This agreement will allow the MCSWCD to provide funds to the Town of Brighton to assist with costs for the proposed Monroe Avenue Green Infrastructure Pilot project.

The proposed Monroe Avenue Pilot project is a joint project with the Monroe County Soil and Water Conservation District and the Monroe County Storm Water Coalition. The project is proposed to be constructed in front of Citizens Bank at 1992 Monroe Avenue within the NYS Right of Way. This project maintains the functionality of the storm system while improving the quality of water discharging into Buckland Creek.

The project includes the construction of a bioretention area containing natural plants to aid with water retention and water quality treatment. This improvement will be located within the tree lawn adjacent to Monroe Avenue. The project will also reduce the width of the curb cut front of Citizens Bank to 23 feet to provide for a larger treatment area.

The proposed project will serve as a pilot for the larger Monroe Avenue GIGP project and identify design constraints associated with construction along Monroe Avenue.

The Monroe County Storm Water Coalition applied for and received an EPF Round 10 Grant to complete the Monroe Avenue Pilot project described above. The grant provides funding for 75% of the project or \$ 41,700 of the total project costs including personnel time of salaries and wages and fringe benefits, non-personnel time of equipment, supplies, materials, and travel, consulting and other contractual services directly related to the project. The remaining 25% of the project cost, \$13,900 will be funded through in-kind services from the participating parties. The project will be constructed by Town forces which will constitute the majority of the in-kind services.



I am requesting that the FASC recommend that the Town Board authorize the Supervisor to execute an agreement with the Monroe County Soil and Water Conservation District which will enable the MCSWCD to reimburse the Town of Brighton for the costs associated with the proposed Monroe Avenue Pilot project. Town Board authorization is also requested to amend the 2013 budget to increase appropriations in the highway road materials account (D.HWY.5110 4.16) by \$41,700 to be fully supported by an increase in budgeted revenues in the same amount for grants received from Monroe County (D.HWY.5140 2715).

As always, thank you for your consideration. I will be in attendance at your regularly scheduled April 16, 2013 meeting in the event that you have any questions regarding this matter.

Sincerely,

Michael E. Guyon

cc: Tim Keef  
Tim Anderson  
S. Zaso  
M. Hussar

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 24<sup>th</sup> day of April, 2013.

**PRESENT:**

WILLIAM W. MOEHLE,  
Supervisor

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

Councilpersons

**RESOLVED**, that correspondence dated April 10, 2013 from Chief of Police Mark T. Henderson regarding the resignation of Linda DeJohn from the Police Department administrative staff effective April 20, 2013, be received and filed, and be it further

**RESOLVED**, that the Town Board hereby accepts the resignation of Linda DeJohn from the Police Department administrative staff effective April 20, 2013 with thanks for her service to our community and Police Department.

Dated: April 24, 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	_____



**Mark T. Henderson**  
Chief of Police

# Town of Brighton

**POLICE DEPARTMENT**  
2300 Elmwood Avenue  
Rochester, New York 14618-2196



Emergency 911  
Administrative (585) 784-5150  
Fax: (585) 784-5151

April 10, 2013

Finance & Administrative Services Committee  
Honorable Town Board  
Town of Brighton  
2300 Elmwood Avenue  
Rochester, New York 14618

Dear Board Members:

I recently received notice from Linda DeJohn that she is resigning from the Brighton Police Department, effective April 20, 2013.

Ms. DeJohn has worked as a part-time Office Clerk IV in our Records division since June 27, 2011. She has been offered and has accepted a full-time position elsewhere.

It is with regret that I recommend the acceptance of Linda DeJohn's resignation from the Brighton Police Department. We wish Linda success and happiness in her new position.

Respectfully,

A handwritten signature in black ink that reads "Mark T. Henderson".

Mark T. Henderson  
Chief of Police

MTH: dm

c: Gary Brandt, Director of Personnel

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 24<sup>th</sup> day of April, 2013.

**PRESENT:**

WILLIAM W. MOEHLE,

Supervisor

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

Councilpersons

**RESOLVED**, that correspondence dated April 11, 2013 from Town Engineer Michael E. Guyon, P.E. regarding a request to authorize the Supervisor to execute a supplemental agreement with the New York State Department of Transportation referred to as "Supplemental Agreement No. 1" in connection with the Corwin Road Bridge Preventive Maintenance Project to allow the Department to reimburse the Town for the construction, construction support and construction inspection phases of the project, be received and filed, and be it further

**RESOLVED**, that the Town Board hereby authorizes the Supervisor to execute a supplemental agreement with the New York State Department of Transportation referred to as "Supplemental Agreement No. 1" in connection with the Corwin Road Bridge Preventive Maintenance Project to allow the Department to reimburse the Town for the construction, construction support and construction inspection phases of the project and in so doing declares that:

1. The Town Supervisor is authorized to execute Agreements, certifications and reimbursement requests on behalf of the Town;
2. The Town understands and accepts the stipulations on the agreement including the associated schedule, appendices, exhibits and attachments;

3. The Town confirms that it has appropriated the funding necessary to deliver the project as described in Schedule A of the Agreement.

Dated: April 24, 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	_____

Brigtres 04-24-13-5

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# *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

April 11, 2013

The Honorable Finance and Administrative Services Committee  
Town of Brighton  
2300 Elmwood Ave.  
Rochester, New York 14618

Re: Corwin Road Bridge Preventive Maintenance Project  
New York State Department of Transportation, NYSDOT Supplemental  
Agreement No.1

Dear Councilperson Werner and Committee Members:

Eighty percent of the cost for above referenced project will be funded by Federal Aid which is administered by the NYSDOT. The NYSDOT recently provide Supplemental No. 1 to the Federal-Aid Local Project Agreement for this project and requested that the Town endorse this agreement. This agreement will allow the NYSDOT to reimburse the Town of Brighton for the Construction, Construction Support and Construction Inspection phases of the project.

The Town of Brighton solicited bids and selected a consultant, LaBella Associates, and a contractor, CP Ward, to provide the construction inspection services and complete the preventive maintenance of the Corwin Road Bridge respectively. The maximum amount payable as stated in the supplemental agreement for these services is \$345,500. Eighty percent or \$276,400 of this cost will be funded by the Federal Transportation Improvement Plan, TIP, which is administered by the NYSDOT. It is anticipated that an additional 15% or \$51,825.00 of these costs will be funded by New York State Marcheselli Funds. However, at this time only \$45,000 of Marcheselli funding is available. Additional funding will be requested in 2014. The remaining 5% or \$17,275.00 will be funded by the Town of Brighton.

In addition, the NYSDOT requested that the Town approve a resolution which:

1. Identifies who is authorized to execute Agreements, certifications, and reimbursement requests on behalf of the Municipality/Sponsor
2. Confirm that the Municipality/Sponsor understands and accepts the stipulations on the agreement including it's associated schedule, appendices, exhibits and attachments
3. Confirm that the Municipality/Sponsor has appropriated the funding necessary to deliver the project as described in Schedule A of the Agreement.



I am requesting that the FASC authorize the Town Supervisor to endorse Supplemental Agreement No. 1 to the Federal-Aid Local Project Agreement for the above referenced project and authorize the Town Board to consider the resolution described above at the next Town Board meeting.

I will be in attendance at your regularly scheduled April 16, 2013 meeting in the event that you have any questions regarding this correspondence. As always, your consideration of matters such as this is greatly appreciated.

Sincerely,

A handwritten signature in black ink, appearing to read "MEG", written over a light blue grid background.

Michael E. Guyon, P.E.  
Department of Public Works

Cc: Suzanne Zaso  
Tim Keef  
Tim Anderson

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 24<sup>th</sup> day of April, 2013.

**PRESENT:**

WILLIAM W. MOEHLE,  
Supervisor

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

Councilpersons

**RESOLVED**, that correspondence dated April 11, 2013 from Town Engineer Michael E. Guyon, P.E. regarding a request to designate a Responsible Local Official to satisfy civil rights reporting requirements in connection with the Corwin Road Bridge Preventive Maintenance Project, be received and filed, and be it further

**RESOLVED**, that the Town Board hereby designates Town Engineer Michael E. Guyon, P.E. as the Town's Responsible Local Official to satisfy civil rights reporting requirements in connection with the Corwin Road Bridge Preventive Maintenance Project.

Dated: April 24, 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	_____



**TOWN OF BRIGHTON**  
MONROE COUNTY, NEW YORK  
DEPARTMENT OF PUBLIC WORKS

April 11, 2013

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

Re: Corwin Road Bridge Preventive Maintenance Project  
Responsible Local Official, (RLO) Designation

Dear Supervisor Moehle and Town Board Members:

The New York State Department of Transportation (NYSDOT) has implemented a free web-based civil rights reporting system called EBO (Equitable Business Opportunities) to streamline and reduce the efforts required by the construction and engineering industries to satisfy the civil rights reporting requirements. The use of the EBO reporting system is mandatory for all federal aid projects. The Town of Brighton must obtain a valid ID and Password to use the software. The request for an EBO system log-in/password requires that the Town of Brighton pass a resolution designating the Responsible Local Official, (RLO), for the project.

Therefore, I am requesting that the Town Board pass a resolution designating Michael Guyon as the Responsible Local Official, (RLO), for the Corwin Road Preventive Maintenance project.

As always, thank you for your consideration. Commissioner Keef will be in attendance at your regularly scheduled April 24, 2013 meeting in the event that you have any questions regarding this matter.

Sincerely,

Michael E. Guyon  
Department of Public Works



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 24<sup>th</sup> day of April, 2013.

**PRESENT:**

WILLIAM W. MOEHLE,  
Supervisor

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

Councilpersons

**RESOLVED**, that correspondence dated April 11, 2013 from Chief of Police Mark T. Henderson regarding a request for budget appropriations to support the purchase of various law enforcement equipment for the Brighton Police Department using seized assets, be received and filed, and be it further

**RESOLVED**, that the Town Board hereby authorizes an increase in budget appropriations in Law Enforcement Equipment (A.POLICE.3125.2.17) in the amount of \$8,200.00 to be fully supported with the use of funds in the same amount from the Forfeited Property Account (A.899.JSTCE) for the purchase of a Secure Pharmaceutical "Drop" Box and Two Ballistic Tactical Response Shields.

Dated: April 24, 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	_____



# Town of Brighton

**POLICE DEPARTMENT**  
2300 Elmwood Avenue  
Rochester, New York 14618-2196



**Mark T. Henderson**  
Chief of Police

Emergency 911  
Administrative (585) 784-5150  
Fax: (585) 784-5151

April 11, 2013

Honorable Town Board  
Finance and Administrative Services Committee  
Town of Brighton  
2300 Elmwood Avenue  
Rochester, NY 14618

**RE: PURCHASES USING SEIZED ASSETS ACCOUNT**

Dear Board Members:

I hereby request that an amendment be approved to the 2013 Police Department operating budget to provide for sufficient appropriations for the purchase of the following items:

Secure Pharmaceutical "Drop" Box	\$ 800.00
Ballistic Tactical Response Shields (2)	<u>\$7,400.10</u>
	<b>\$8,200.10</b>

I propose that the Proceeds of Forfeited Property be used to fund this purchase. I request that appropriations in account **A.POLCE.3125.2.17 (law enforcement equipment)** be increased by **\$8200.10**. The total expenditure will be supported with the use of Forfeited Property account **A.899.JSTCE**. I have consulted with the United States Attorney's Office and they concur that the use of seized forfeiture asset funds for the purpose of these purchases is appropriate.

Respectfully,

**Mark T. Henderson**  
Chief of Police

MTH:jpo  
Attachment

## Mark Henderson

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**From:** Lotempio, Cheryl M. (USANYW) <Cheryl.M.Lotempio@usdoj.gov>  
**Sent:** Tuesday, April 09, 2013 11:42 AM  
**To:** Mark Henderson  
**Subject:** RE: Use of Seized Assets

Chief Henderson, This is a proper use of seized asset forfeiture funds.

Cheryl

Cheryl M. LoTempio  
United States Attorney's Office  
Western District of New York  
138 Delaware Avenue  
Buffalo, New York 14202  
(716) 843-5823

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**From:** Mark Henderson [<mailto:mark.henderson@townofbrighton.org>]  
**Sent:** Tuesday, April 09, 2013 11:37 AM  
**To:** Lotempio, Cheryl M. (USANYW)  
**Subject:** Use of Seized Assets

Hello Cheryl,

I am not sure if I asked you this before, would it be an acceptable use of seized asset funds to purchase a pharmaceutical collection box to be used in the collection of unwanted pharmaceuticals in conjunction with DEA initiatives? The purchase price and shipping for this secure box is \$800.00.

Thank you.

Mark Henderson  
**Mark T. Henderson**  
Chief of Police  
Brighton Police Department  
2300 Elmwood Avenue  
Rochester, New York 14618

(585) 784-5101

[mark.henderson@townofbrighton.org](mailto:mark.henderson@townofbrighton.org)



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 24<sup>th</sup> day of April, 2013.

**PRESENT:**

WILLIAM W. MOEHLE,  
Supervisor

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

**RESOLVED**, that correspondence dated April 12, 2013 from Town Engineer Michael E. Guyon, P.E. regarding a request to authorize the Supervisor to execute an agreement with M/E Engineering, P.C. to provide Design Services on the Town Hall/Library Rooftop HVAC Unit Replacement Project for a cost not to exceed \$4,900.00 plus necessary change orders not exceeding ten percent of the awarded contract price, be received and filed, and be it further

**RESOLVED**, that the Town Board hereby authorizes the Supervisor to execute an agreement with M/E Engineering, P.C. to provide Design Services on the Town Hall/Library Rooftop HVAC Unit Replacement Project for a cost not to exceed \$4,900.00 plus necessary change orders that do not increase the awarded contract price by more than ten percent in the aggregate.

Dated: April 24, 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	_____



# 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

April 12, 2013

The Honorable Finance and Administrative Services Committee  
Town of Brighton  
2300 Elmwood Avenue  
Rochester, New York 14618

Re: Replace Town Hall Library Rooftop HVAC Unit  
Request for Proposals for Design Services

Dear Councilperson Werner and Committee Members:

The Town Board authorized the solicitation of a request for design services to prepare a technical specification for the Town Library HVAC replacement unit at their March 27, 2013 meeting. Requests for Proposals were forwarded to four local design firms, Labella Associates P.C., M/E Engineering P.C., IBC Engineering, P.C. and Pathfinder Engineers & Architects LLP. Two responses were received by the Town on April 11, 2013. The fee schedule for each firm is shown in Table-1

Table - 1 Fee Summary.

Design Firm	Lump Sum Price
M/E Engineering, P.C.	\$4,900.00
LaBella Associates, P.C.	\$14,079.00

Town Staff reviewed the proposals for completeness and accuracy and concluded that the low bid submitted by M/E Engineering P.C. is a true representation of the costs to complete the project and the consultant is qualified to complete the works of the contract. Therefore, I am requesting that FASC recommend that the Town Board award the design services for the replacement of the Town Hall Library Rooftop HVAC Unit to the low, responsible and responsive bidder, M/E Engineering P.C. for a cost not to exceed \$4,900. I further recommend that the Supervisor be authorized to execute any necessary change orders that do not collectively exceed ten percent of the awarded contract price.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled April 16, 2013 meeting in the event that you have any questions regarding this matter. Funds have been borrowed for this project.

Respectfully,

Michael E. Guyon, P.E.  
Town Engineer

cc: S. Zaso  
T. Keef  
Mary Ann Hussar  
Kevin Hall

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 24<sup>th</sup> day of April, 2013.

**PRESENT:**

WILLIAM W. MOEHLE,  
Supervisor

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

Councilpersons

**RESOLVED**, that correspondence dated April 11, 2013 from Commissioner of Public Works Timothy E. Keef, P.E. regarding a request to reject all bids received to purchase a new Highway Department pick-up truck in order to secure lower pricing for the same from the newly released State Bid pricing schedule, be received and filed, and be it further

**RESOLVED**, that the Town Board hereby rejects all bids received to purchase a new Highway Department pick-up truck and further authorizes the purchase of a Ford pick-up truck meeting the Department's specifications at a price not to exceed \$33,583.00 from the newly released State Bid pricing schedule.

Dated: April 24, 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	_____



# 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

April 11, 2013

The Honorable Finance and Administrative Services Committee  
Town of Brighton  
2300 Elmwood Avenue  
Rochester, New York 14618

re: Pick Up Truck Bids (Highway Department)  
Rejection of Bids

Dear Chairman Werner and Committee Members:

The above bid was publicly advertized and publicly opened, all as required by law. A copy of the advertisement and the bid tabulation are attached. One bid was received from Van Bortel Chevrolet in the amount of \$33,851.00. Subsequent to the bid being advertised, New York State issued the results of a State bid for comparable products. Pricing out a similar vehicle on State contract provides for a Ford product in the amount of \$33,583.90, which is \$267.10 less than the Van Bortel bid. Based upon this information, it is recommend that the bid be rejected and authorization be granted for the vehicle to be purchased from State bid.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled April 16, 2013 meeting in the event that you have any questions regarding this matter.

Sincerely,

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

TEK/wpd

attachments

cc: T. Anderson  
S. Zaso  
A. Banker  
M. Hussar





## Town Of Brighton

*Highway Department*

1941 Elmwood Ave. / Rochester, New York 14620 / Phone (585) 784 - 5280 Fax (585) 784 - 5385

April 4, 2013

Tim Keef, P.E.  
Commissioner of Public Works  
2300 Elmwood Ave.  
Rochester, NY 14618

Re: 2013 Pickup Truck w/Plow Bid

Tim,

I recommend that the single bid for the referenced pickup truck be rejected. Bids were opened on March 1, 2013. The price bid is for a 2013 Chevrolet Silverado 2500 HD model. Within the exceptions section of the bid, the bidder has listed that the cut off order date for a 2013 Silverado is March 15, 2013. The Town would not have made this date for placing the order.

Furthermore, between the advertisement for bid and the bid opening for the referenced pickup truck, NYSOGS released a contract for pickup trucks. Buying the pickup truck with a plow off NYSOGS contract is \$267 less (~~\$33,403.90~~ versus \$33,851.00) than the price bid.

33,583.90 (TP)

Sincerely,

Tim Anderson  
Deputy Superintendent of Highways

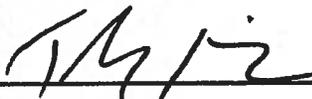
Bid Sheet

1. The undersigned offers the following as the unit price of Vehicle which in part determines the bid award, of One (1) new and unused Pick up truck with plow (or Town approved equal), as per all the general and technical specifications, delivered complete and ready to operate, to the Town of Brighton Department of Public Works, F.O.B., 1941 Elmwood Avenue, Rochester, New York 14620:

\$ 33,851<sup>00</sup> total

Make Chevrolet Model Silverado 2500HD Year 2013

1. All deviations must be clearly and completely outlined on the Data Sheet.
2. A non-collusive bidding certificate must accompany all bids.
3. The Town reserves the right to reject any or all bids, to waive any minor informalities and/or minor deviations, as it sees fit.

Signed: 

Title: Sales Representative

Representing: Van Bortel Chevrolet

Address: 1338 W. Main St. Macedon, NY 14502

Telephone: 315-986-4401

Date: 2-28-13

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 24<sup>th</sup> day of April, 2013.

**PRESENT:**

WILLIAM W. MOEHLE,  
Supervisor

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

**RESOLVED**, that correspondence dated April 15, 2013 from Commissioner of Public Works Timothy E. Keef, P.E. and correspondence from County Superintendent of Highways Terrence J. Rice, P.E. regarding a request that the Town consent to the installation of lane striping and signage at the intersection of Brighton-Henrietta Town Line Road and Winton Road South to make the existing eastbound through lane a right turn and through lane, be received and filed, and be it further

**RESOLVED**, that the Town Board hereby consents pursuant to Vehicle and Traffic Law Section 1652-a to the County's installation of lane striping and signage at the intersection of Brighton-Henrietta Town Line Road and Winton Road South to make the existing eastbound through lane a right turn and through lane subject to the understanding that all funding for the installation, removal and maintenance of said lane striping and signage will be provided by the County.

Dated: April 24, 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	_____



# 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

April 15, 2013

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

re: Monroe County Department of Transportation (MCDOT)  
Traffic Control Device Ordinance  
Brighton-Henrietta Townline and South Winton Roads

Dear Supervisor Moehle and Town Council Members:

Pursuant to the attached correspondence received from the MCDOT, dated March 25, 2013, the Town Board has been requested to pass a resolution supporting the listed traffic control measures (lane striping and signage) at the above intersection. This entails making the existing eastbound through lane on Brighton-Henrietta Townline Road at South Winton Road a right turn and through lane by providing pavement markings and signage to this effect. It is recommend that the Board pass a resolution to this effect and as outlined in said attached communication from MCDOT.

An aerial photo of the intersection has also been attached for your reference and visual aid. As always, thank you for consideration of requests such as this.

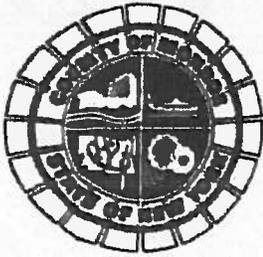
Very truly yours,

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

TEK/wp

attachments

cc: T. Anderson  
M. Hussar  
D. Aman  
K. Gordon



Department of Transportation

Monroe County, New York

Maggie Brooks
County Executive

Terrence J. Rice, P.E.
Director

March 25, 2013

Mr. Daniel Aman
Town Clerk
Town of Brighton
2300 Elmwood Avenue
Rochester, New York 14618

RE: TRAFFIC CONTROL DEVICE ORDINANCE

Dear Mr. Aman:

The County of Monroe Department of Transportation, pursuant to authority granted by Sections 1651 and 1652-a of the New York State Vehicle and Traffic law, does hereby request the establishment of the following traffic controls.

Table with 2 columns: TRAFFIC REGULATION(S) and LOCATION. Row 1: Thru/Right Eastbound, Brighton-Henrietta Town Line Road at Winton Road South

Please have your Town Board pass an appropriate ordinance for this regulation at your earliest convenience. The Monroe County Department of Transportation is installing the above traffic control devices in accordance with the New York State Manual of Uniform Traffic Control Devices to establish the above regulation.

The above regulations are to be effective upon installation of said traffic control device.

Signature of Terrence J. Rice
Terrence J. Rice, P.E.
Director of Transportation
County Superintendent of Highways

Town Clerk
Town of Brighton
Date

Please sign, date, and return this form and a copy of the ordinance to the Monroe County Department of Transportation at the address below as soon as possible.

TJR/bm

cc: D. Wiegand
File:

H:\Loc\BIBRIGHTON HEN TL RD @ WINTON RD S\ordinance let to town clerk.doc



180

2500

3000

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 24<sup>th</sup> day of April, 2013.

**PRESENT:**

WILLIAM W. MOEHLE,  
Supervisor

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

**RESOLVED**, that a memorandum dated April 22, 2013 from Director of Personnel and Human Resource Gary Brandt and Director of Finance Suzanne Zaso regarding changes to the Table of Organization for the Department of Parks and Recreation, the Public Works Department and the Finance Department, be received and filed, and be it further

**RESOLVED**, that the Town Board hereby authorizes the changes to the Table of Organization for the Department of Parks and Recreation, the Public Works Department and the Finance Department as set forth in the above referenced memorandum effective immediately.

Dated: April 24, 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	_____



**TOWN OF BRIGHTON**  
MONROE COUNTY, NEW YORK

TO: William Moehle, Supervisor  
FROM: Gary Brandt, Director of Personnel & HR  
Suzanne Zaso, Director of Finance  
DATE: April 22, 2013  
RE: Town Board Resolution to Authorize Change to Departments of Parks & Recreation, Public Works, and Finance

We are requesting that the Town Board authorize the following changes in the Town organizational structure resulting from the staff study review in 2012 of the Department of Parks & Recreation.

**In the Department of Parks and Recreation:**

- Abolish the Department of Parks and Recreation
- Create the Department of Recreation
- Eliminate the position of Director of Parks and Recreation
- Eliminate one (1) position of Assistant Recreation Director
- Eliminate the position of Clerk II
- Create the position of Director of Recreation in Group A of Department Head Salary Schedule
- Add one additional position of Recreation Supervisor
- Authorize an additional 2.5 hours per week for the current Recreation Supervisor
- Authorize an additional 2.5 hours per week for the current Senior Citizen Program Specialist

**In the Public Works Department:**

- Create the Division of Parks Maintenance
- Create the position of Superintendent of Parks
- Move the positions of Recreation Attendants and Cleaners and Labors assigned to Parks Maintenance from the Recreation Department to the Division of Parks Maintenance under Public Works

**In the Finance Department:**

- Authorize an additional 5 hours per week for the Senior Account Clerk
- Town Board authorization is also requested to allow the Finance Department to make any necessary budget and accounting transfers to implement the above changes.

As previously discussed with the Town Board in various meetings, these changes will allow for greater administrative efficiencies and cost savings in FY 2013 and beyond.

