

MINUTES OF TOWN BOARD MEETING  
OF THE TOWN OF BRIGHTON, COUNTY OF  
MONROE, NEW YORK, HELD AT THE  
BRIGHTON TOWN HALL, 2300 ELMWOOD  
AVENUE, ROCHESTER, NEW YORK  
September 11, 2013

**PRESENT:**

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

Ken Gordon, Attorney for the Town  
Daniel Aman, Town Clerk  
Rebecca Cotter, Director of Recreation  
Suzanne Zaso, Director of Finance  
Maryann Hussar, Assistant to the Director

**MEETING CALLED TO ORDER AT 7:00PM:**

**RECOGNITIONS/PRESENTATIONS:**

Introduction of new Brighton Police Officer Taylor Barth - Police Chief Mark Henderson

New York State Insurance Reciprocal (NYMIR) check presentation – Karen Buckley

NY State Office of Real Property Services presentation Re: STAR Exemption verification –  
Christine Bannister

**OPEN FORUM:**

Joe Gyro

**APPROVAL OF AGENDA:**

Motion by Councilmember James Vogel seconded by Councilmember Louise Novros to  
approve the agenda with additional communications

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

**PUBLIC HEARINGS:**

**MATTER RE:** Proposed 2013 Local Law "Chelmsford Road Parking Restrictions" relating  
TO parking restrictions for particular areas along Chelmsford Road (see  
Resolution #1).

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. 1 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

**MATTER RE:** Draft Environmental Impact Statement for the proposed project known as  
Winfield Park.

MATTER HELD

**COMMUNICATIONS:**

**FROM** Senator Joseph Robach dated August 14, 2013; copy of letter sent to the Finger Lakes Regional Economic Development Council in support of the Town's application for grant funding through the Cleaner Greener Communities Implementation program.

**FROM** Gary Brandt, Director of Personnel to Supervisor dated August 23, 2013 regarding the Town's PERMA 2013 Loss Control Audit Score of 100 that which will provide a discounted rate for our 2014 policy renewal period.

**FROM** Judy Schwartz to the Brighton Town Board on various issues relating to the proposed Winfield Park development

**FROM** Joe Gyro to the Town Board on speeding issues and the condition of the streets in the vicinity of Rustic Village

**FROM** Marjorie Alaimo to the Town Board with a complaint that election signs are out way too soon.

Motion by Councilmember Louise Novros seconded by Councilmember Jason DiPonzio that the aforementioned communications be received and filed

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

**COMMITTEE REPORTS:**

Parks and Recreation & Community Services (PARCS) – Next meeting 9/30/2013 @ 4:30 PM at Brookside

Finance and Administrative Services (FASC) – Next meeting 9/14/2013 @ 3:30 PM in Stage Conference Room

Public Safety Services – Next meeting 10/8/2013 @ 8:00 AM in Downstairs Meeting Room

Public Works Services – Next meeting 10/7/2013 @ 9:00 AM 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. 2 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

**MATTER RE:** Set Public Hearing for October 9, 2013 to consider proposed Extension #99 to the Brighton Consolidated Sanitary Sewer District for a .78 acre parcel located on Brighton - Henrietta Townline Road (see Resolution # 2, letter dated July 11, 2013 from Chad Roscoe, Town Jr. Engineer and all related documents).

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 re-appointment of Steven Ward to 5-year term on the Board of Assessment Review committee, effective October 2, 2013 through

September 30, 2018 (see Resolution #3 and letter dated August 22, 2013 from Elaine Ainsworth, Town Assessor).

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. 4 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

**MATTER RE:** Authorize Supervisor to execute agreement with Assessment and Valuation Services (AVS) to provide professional services for various assessment system needs (see Resolution #4 and letter dated August 23, 2013 from Elaine Ainsworth, Town Assessor).

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. 5 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

**MATTER RE:** Authorization to declare certain Highway Dept. equipment as surplus and approve disposal of same through auction services (see Resolution #5 and letter dated August 29, 2013 from Timothy Anderson, Deputy Highway Superintendent).

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. 6 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

**MATTER RE:** Approval to amend agreement with Chatfield Engineers, P.C. to include construction observation services for Phase 2 of the project known as The Reserve (see Resolution #6 and letter dated August 2, 2013 from Mike Guyon, PE 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. 7 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

**MATTER RE:** Authorize budget transfer from particular accounts totaling \$700 to support purchase of electronic desktop scanners needed within the Department of Public Works (see Resolution #7 and letter dated September 3, 2013 from Mike Guyon, P.E., Town Engineer).

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. 8 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

**MATTER RE:** Authorization to declare a particular town vehicle as surplus and approve disposal of same through auction services (see Resolution #8 and letter dated August 29, 2013 from Timothy Keef, P.E. Commissioner of Public Works).

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 Supervisor to execute agreements with RBC Wealth Management and Comerica Bank to provide trustee and paying agent services, respectively, for the West Brighton Fire Protection District service awards program (see Resolution #9 and memorandum dated September 3, 2013 from Suzanne Zaso, Director of Finance).

Motion by Councilmember Jason DiPonzio 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

**MATTERS OF THE SUPERVISOR:**

**MATTER RE:** Expense and Revenue for month ending August 31, 2013

Motion by Councilmember Louise Novros seconded by Councilmember Jason DiPonzio that the aforementioned report be received and filed

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

**MATTERS OF THE TOWN CLERK:**

Dan Aman reminded residents that the last day for payment of the first installment of 2013 School Tax is Monday, September 16, this year because September 15 falls on Sunday.

**MOTION TO GO INTO EXECUTIVE SESSION AT 10:01PM:**

Motion by Councilmember James Vogel seconded by Councilmember Jason DiPonzio to go into executive session at 10:01 PM to discuss matters of West Brighton Fire Protection District litigation

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

Motion by Councilmember James Vogel seconded by Councilmember Christopher Werner to come out of executive session at 10:25 PM

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

**MEETING ADJOURNED AT 10:26PM:**

Motion by Councilmember Louise Novros seconded by Councilmember Jason DiPonzio to adjourn

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 proceeding of the Town of Brighton, County of Monroe, State of New York meeting held on the 11<sup>th</sup> day of September 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, 2300 Elmwood Avenue, in said Town of Brighton on the 11th day of September, 2013.

**PRESENT:**

WILLIAM W. MOEHLE,  
Supervisor

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

Councilpersons

**WHEREAS**, a public hearing, duly noticed, was held on September 11, 2013 at 7:30 pm at 2300 Elmwood Avenue in the Town of Brighton to hear testimony and public comment and to receive and review evidence and exhibits regarding the proposed Local Law of 2013 entitled "Chelmsford Road Parking Restrictions Local Law" in the form attached hereto; and

**WHEREAS**, at said public hearing all persons having an interest in the proposed Local Law had an opportunity to speak and give testimony relating thereto, and the Town Board having determined that based on such testimony, and the written materials received, it desires to adopt such Local Law; it is hereby

**RESOLVED**, that the Chelmsford Road Parking Restrictions Local Law of 2013 is hereby enacted by the Town Board of the Town of Brighton in the form attached hereto; and be it further

**RESOLVED**, that said Local Law shall be filed by the Town Clerk in the proper book at the Office of the Town Clerk and shall also be filed by the Town Clerk with the New York State Secretary of State all within twenty days or less from the date the above Local Law is enacted by the Town Board of the Town of Brighton.

Dated: September 11, 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	_____

LOCAL LAW #3 OF 2013

CHELMSFORD ROAD PARKING RESTRICTIONS LOCAL LAW

Section 1. Title

This Local Law shall be known as the Chelmsford Road Parking Restrictions Local Law of the Town of Brighton.

Section 2. Purpose and Intent

It is the purpose and intent of this Local Law to modify the existing parking and parking restrictions currently in place along Chelmsford Road to promote vehicle and pedestrian safety.

Section 3. Amendments to the Town Code

Section 185-49 is hereby amended to add the following parking restrictions on Chelmsford Road:

NAME OF STREET SIDE	Hours/Days	LOCATION
Chelmsford Road North	7 am - 5 pm Mon-Fri	From the easterly intersection of the driveway to 4 Chelmsford Road to the eastern property line of 10 Chelmsford Road.
Chelmsford Road South	7 am - 5pm Mon-Fri	From the easterly intersection of the Twelve Corners Plaza's easterly most entrance from Chelmsford Road to the western property line of 11 Chelmsford Road.

Section 4. Severability

If any clause, sentence, phrase, paragraph or any part of this Local Law shall for any reason be adjudicated finally by a court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder of this Local Law, but shall be confined in its operation and effect to the clause, sentence, phrase, paragraph or part thereof, directly involved in the controversy or action in which such judgment shall have been rendered. It is hereby declared to be the legislative intent that the remainder of this Local Law would have been adopted had any such provision been excluded.

Section 5. Effective Date

This Local Law shall take effect immediately upon filing with the Secretary of State.

CLAIMS FOR APPROVAL AT TOWN BOARD MEETING

September 11, 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>40,134.78</u>
D - HIGHWAY		<u>149,704.15</u>
H - CAPITAL		<u>50,173.84</u>
L - LIBRARY		<u>171.57</u>
SS - SEWER DIST		<u>11,063.02</u>
TA - AGENCY TRUST		<u>12,525.48</u>
TOTAL	\$	<u>263,772.84</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 11th day of September, 2013.

**PRESENT:**

WILLIAM W. MOEHLE,  
Supervisor

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

Councilpersons

**RESOLVED**, that correspondence dated July 11, 2013 from Junior Town Engineer Chad Roscoe and a Petition to establish Extension 99 to the Brighton Consolidated Sanitary Sewer District for a single residential lot consisting of .78 acres located on Brighton-Henrietta Townline Road as more particularly described in said Petition together with a proposed Negative Declaration for said extension and the other attachments submitted therewith, be received and filed, and be it further

**RESOLVED**, that the Town Board hereby sets a public hearing to consider the proposed Extension 99 to the Brighton Consolidated Sanitary Sewer District for October 9, 2013 at 7:30 pm at Brighton Town Hall, 2300 Elmwood Avenue, Brighton, New York, and hereby directs the Town Clerk to publish notice of said hearing as is required by law.

Dated: September 11, 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

7/11/2013

Mr. Tim Keef, P.E.  
Commissioner of Public Works  
Town of Brighton  
Dept. Of Public Works  
2300 Elmwood Avenue  
Rochester, NY 14618

Re: Extension #99 to the Brighton Consolidated Sanitary Sewer District

Dear Commissioner Keef:

I have reviewed the enclosed petition, map and description for the above Extension #99 To the Brighton Consolidated Sanitary Sewer District formation and find them to be in order. The Assessor's Certificate and the Negative Declaration pursuant to the State Environmental Quality Review are also enclosed. Copies are enclosed for you file – all the original documents are forwarded to Mary Ann Hussar for processing.

The entrance fee for this district is calculated as follows:

.909 acres @ \$800/acre	=	\$727.2
Legal & Advertising Fee	=	<u>\$150</u>
Total	=	\$877.2

Said fee was processed at the Town Hall on 9/27, 2013. A photocopy of the check is enclosed as part of the petition packet. Please proceed to set the public hearing date for this district at the next available Town Board meeting. Do not hesitate to contact me if you have questions regarding this matter.

Sincerely,

Chad Roscoe  
Junior Engineer  
Department of Public Works

CC: T. Keef  
M. Hussar  
S. Zaso  
S. Zimmer  
E. Ainsworth

Member Since

For SEWER ENTRANCE FEE

0172

Pay to

**CITIZENS Bank**

Pay to the order of Town of Brighton  
Eight Hundred Seventy-Seven Dollars  877.20



**LI RONG**  
283 WASHINGTON ST  
GENEVA NY 14456-2707

Aug 19 2013  
Date

20-13100213  
138

172



# TOWN OF BRIGHTON

2300 ELMWOOD AVENUE • ROCHESTER, NEW YORK 14618 • 585-784-5250

DEPT.	DATE	NAME	DESCRIPTION	RECEIVED BY
DPW	8/27	LI RONG	Sewer Entrance Fee	CJR

58824

↑  
INVALID  
WITHOUT  
SIGNATURE

8/27/2013  
Check # 172 6877.20

Code 24



**RETAIN THIS RECEIPT  
FOR YOUR RECORDS**

NOT VALID UNLESS MACHINE STAMPED ABOVE

**PETITION**

In the Matter of the Establishment  
Of

The Extension 99 to the Brighton Consolidated Sewer District in the Town  
of Brighton, County of Monroe, State of New York

TO THE TOWN BOARD OF THE TOWN OF BRIGHTON  
MONROE COUNTY, NEW YORK:

We, the undersigned, being owners of taxable real property situate in the proposed district hereinafter described in the Town of Brighton, County of Monroe, and State of New York, do hereby petition your Honorable Board to establish Extension 99 to the Brighton Consolidated Sanitary Sewer District in such Town of Brighton, County of Monroe, and State of New York, outside of any incorporated village and wholly within the said Town of Brighton, which proposed District is bounded and described as set forth in the attached Exhibit "A".

Pursuant to Article 12 of the Town Law of the State of New York, the Undersigned further petitions that the expense of the establishment of this District, together with the expenses of providing the services by the proposed District, shall be assessed, levied and collected, in a manner consistent with the Brighton Consolidated Sanitary Sewer district charges therefrom, from the several lots and parcels within the proposed District in the same manner and at the same time as other Town charges.

Dated: AUGUST 19, 2013

Address: 50 Fairfield Drive  
Rochester, NY 14620

  
Signature

Rong Li

Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

STATE OF NEW YORK)  
COUNTY OF MONROE ) ss.:

On this 19<sup>th</sup> day of August, 2013, before me the undersigned, personally appeared \_\_\_\_\_, personally known and known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

STATE OF NEW YORK)  
COUNTY OF MONROE ) ss.:

On this \_\_\_\_\_ day of \_\_\_\_\_, 2013, before me the undersigned, personally appeared \_\_\_\_\_, personally known and known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

  
Notary Public  
**PATRICK S. LABER**  
Notary Public - State of New York  
No. 01LA6214406  
Qualified in Monroe County  
My Commission Expires: December 7, 2014

\_\_\_\_\_  
Notary Public

**- Description of Proposed Sewer District -  
Rong Li property and portion of adjoining lands**

**Exhibit "A"**

All that tract or parcel of land, situate in the Town of Brighton, County of Monroe, and State of New York, being part of Town Lot 40, Township 13, Range 7, being more particularly described as follows:

Commencing at the southeast corner of lands conveyed to Rong Li by deed recorded with the office of the Monroe County Clerk in Liber 10842 of Deeds, page 380, said lands being known as Lot R-A2 as shown on a plat of the John H. Shirley Resubdivision, recorded with said Clerk in Liber 251 of Maps, page 11, thence;

- 1) S 86°25'48" W, along the north right of way of Brighton – Henrietta Town Line Road, a distance of 30.00 feet to a point, said point being the southwest corner of lands conveyed to Lori and Dennis Buttery by deed recorded in Liber 10024 of Deeds, page 589, said lands being known at Lot R-A1 of said John H. Shirley Resubdivision, thence;
- 2) N 03°34'12" W, along the west line of Lot R-A1 and its extension northerly, a distance of 377.25 feet to a point on the south line of Lot R-A2, thence;
- 3) S 86°25'48" W, a distance of 200.00 feet to the southwest corner of Lot R-A2, thence;
- 4) N 03°34'12" W, along the west line of Lot R-A2, a distance of 123.00 feet to the northwest corner thereof, thence;
- 5) N 86°25'48" E, along the north line of Lot R-A2, a distance of 230.00 feet to the northeast corner thereof, thence;
- 6) S 03°34'12" E, along the east line of Lot R-A2, a distance of 500.25 feet to the point and place of beginning, containing 0.909 acres of land, more or less.

Intending to describe the bounds of Lot R-A2, in its entirety, and a contiguous 15 feet wide portion of Lot R-A1.



TOWN OF BRIGHTON  
ASSESSOR'S OFFICE  
2300 ELMWOOD AVENUE  
ROCHESTER, NY 14618  
(716) 784-5216

DATE: August 27, 2013  
TAX ID#: 149.19-2-11.2  
ADDRESS: .78 Acres (+ or -) RVL  
Brighton Henrietta Town  
Line Road, Brighton  
EXTENSION NO.: 99  
Brighton Consolidated Sewer District

I, Elaine K. Ainsworth, Assessor, Town of Brighton, County of Monroe, State of New York, hereby certify that I have examined the petition for the Extension Number 99 to the Brighton Consolidated Sewer District, Town of Brighton, to be filed in the Town Clerk's Office in the Town of Brighton, County of Monroe, State of New York, and that:

- 1) The total assessed valuation of the real property within the parcel of the said district extension is \$16,500.
- 2) The aggregate assessed valuation of the real property therein owned by the signers of said petition is \$16,500.
- 3) Said petition purports to be signed by the owners of more than one-half (1/2) the value of the real property within the area of the proposed extension of the district.

All as appears from the 2013 Assessment Roll, which is the latest completed assessment roll of the Town of Brighton, County of Monroe, State of New York.

In witness thereof I have hereunto set my hand on this 27<sup>th</sup> day of August, 2013.

  
Elaine K. Ainsworth, IAO  
Assessor  
Town of Brighton

State Environmental Quality Review

**NEGATIVE DECLARATION**

Notice of Determination of Non-Significance

**Project Number:** ER-4-13

**Date:** July 23, 2013

This notice is issued pursuant to Part 617 of the implementing regulations pertaining to Article 8 (State Environmental Quality Review Act) of the Environmental Conservation Law.

The Brighton Town Board, as lead agency, has determined that the proposed action described below will not have a significant effect on the environment and a Draft Environmental Impact Statement will not be prepared.

**Name of Action:** Extension # 99 to the Brighton Consolidated Sewer District

**SEQR Status:** Unlisted

**Conditioned Negative Declaration:** No

**Description of Action:** Extension of the Brighton Consolidated Sewer District to include ±.909 acres of real property located at Brighton-Henrietta Town Line Road, TID# 149.19-2-11.2 and part of 149.19-2-11.1.

**Location:** Brighton-Henrietta Town Line Road, TID# 149.19-2-11.2 and part of 149.19-2-11.1.

**Reasons Supporting This Determination:**

After considering the action contemplated and reviewing the Environmental Assessment Form prepared by the applicant (Part I) and Town Staff(Part II) and the Criteria for determining significance in the SEQR regulations (6 N.Y.C.R.R. Section 617.11), the Town of Brighton Town Board finds that the proposed action will not have a significant impact on the environment based on the following finding:

1. The requirements of the State Environmental Quality Review Law have been complied with.
2. Extension to the Brighton Consolidated Sewer District to include real property will not adversely impact the sanitary sewer system or the character of the community.
3. There will be no resources of value irreversibly lost

For further information:

Contact Person: Ramsey A. Boehner, Environmental Review Liaison Officer

Address: Town of Brighton  
2300 Elmwood Avenue  
Rochester, N.Y. 14618

Telephone: 585-784-5229

**State Environmental Quality Review**  
**SHORT ENVIRONMENTAL ASSESSMENT FORM**  
**For UNLISTED ACTIONS Only**

**PART 1 — PROJECT INFORMATION (To be completed by Applicant or Project sponsor)**

1. APPLICANT/SPONSOR: Schultz Associates P.C. - Sponsor Rong Li - Applicant	2. PROJECT NAME: Sanitary Sewer Extension #99 to the Brighton Consolidated Sewer District for Lot R-2A of the John H. Shirley Subdivision
3. PROJECT LOCATION: Municipality: Town of Brighton County: Monroe	
4. PRECISE LOCATION: (Street address and road intersections, prominent landmarks, etc., or provide map) Located between #2906 & # 2908 Brighton Henrietta Town Line Road, approximately 630 feet east of South Clinton Avenue, Tax Account No. 149.190-02-011.2	
5. PROPOSED ACTION IS: <input checked="" type="checkbox"/> New <input type="checkbox"/> Expansion <input type="checkbox"/> Modification/alteration	
6. DESCRIBE PROJECT BRIEFLY: To construct a single family residential home on an existing flag lot complete with public water, gas and electric and sewers. The sewage is proposed to be pumped from the home to the public sewers by an E-One sanitary pump. This project will require Extension #99 to the Brighton Consolidated Sewer District.	
7. AMOUNT OF LAND AFFECTED: Initially: 0.779 acres      Ultimately: 0.779 acres	
8. WILL PROPOSED ACTION COMPLY WITH EXISTING ZONING OR OTHER EXISTING LAND USE RESTRICTIONS? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No    If No, describe briefly	
9. WHAT IS PRESENT LAND USE IN VICINITY OF PROJECT? <input checked="" type="checkbox"/> Residential <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Agricultural <input type="checkbox"/> Park/Forest/Open space <input type="checkbox"/> Other Describe: There is residential surrounding the property and some commercial in the vicinity along Brighton Henrietta Town Line Road.	
10. DOES ACTION INVOLVE A PERMIT APPROVAL, OR FUNDING, NOW OR ULTIMATELY FROM ANY OTHER GOVERNMENTAL AGENCY (FEDERAL, STATE OR LOCAL)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No    If yes, list agency name(s) and permit(s)/approval(s) Town of Brighton Planning Board      Monroe County Department of Transportation      Town of Henrietta Sewer District Monroe County Pure Waters      Monroe County Water Authority	
11. DOES ANY ASPECT OF THE ACTION HAVE A CURRENTLY VALID PERMIT OR APPROVAL? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No    If yes, list agency name(s) and permit(s)/approval(s): Town of Brighton Planning Board Site Plan Approval dated March 20, 2013	
12. AS A RESULT OF PROPOSED ACTION WILL EXISTING PERMIT/APPROVAL REQUIRE MODIFICATION? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE	
Applicant/Sponsor name <u>David Matt for Schultz Associates, P.C. (Sponsor)</u> Date <u>August 23, 2013</u>	
Signature <u></u>	

**If the action is in a Coastal Area, and you are a state agency, complete a Coastal Assessment Form before proceeding with this assessment**

**OVER**

**PART II — ENVIRONMENTAL ASSESSMENT (To be completed by Agency)**

A. DOES ACTION EXCEED ANY TYPE 1 THRESHOLD IN 6 NYCRR, PART 617.4? If yes, coordinate the review process and use the FULL EAF. Yes No

B. WILL ACTION RECEIVE COORDINATED REVIEW AS PROVIDED FOR UNLISTED ACTIONS IN 6 NYCRR, PART 617.6? If No, a negative declaration may be superseded by another involved agency. Yes

C. COULD ACTION RESULT IN ANY ADVERSE EFFECTS ASSOCIATED WITH THE FOLLOWING: (Answers may be handwritten, if legible.)

C1. Existing air quality, surface or groundwater quality or quantity, noise levels, existing traffic patterns, solid waste production or disposal, potential for erosion, drainage or flooding problems? Explain briefly:

C2. Aesthetic, agricultural, archaeological, historic, or other natural or cultural resources; or community or neighborhood character? Explain briefly:

C3. Vegetation or fauna, fish, shellfish or wildlife species, significant habitats, or threatened or endangered species? Explain briefly:

C4. A community's existing plans or goals as officially adopted, or a change in use or intensity of use of land or other natural resources? Explain briefly:

C5. Growth, subsequent development, or related activities likely to be induced by the proposed action? Explain briefly:

C6. Long term, short term, cumulative, or other effects not identified in C1-C5? Explain briefly:

C7. Other impacts (including changes in use of either quantity or type of energy)? Explain briefly:

D. WILL THE PROJECT HAVE AN IMPACT ON THE ENVIRONMENTAL CHARACTERISTICS THAT CAUSED THE ESTABLISHMENT OF A CRITICAL ENVIRONMENTAL AREA (CEA)? Yes No If Yes, explain briefly:

E. IS THERE, OR IS THERE LIKELY TO BE, CONTROVERSY RELATED TO POTENTIAL ADVERSE ENVIRONMENTAL IMPACTS? Yes No If Yes, explain briefly:

**PART III—DETERMINATION OF SIGNIFICANCE (To be completed by Agency)**

**INSTRUCTIONS:** For each adverse effect identified above, determine whether it is substantial, large, important or otherwise significant. Each effect should be assessed in connection with its (a) setting (i.e., urban or rural); (b) probability of occurring; (c) duration; (d) irreversibility; (e) geographic scope; and (f) magnitude. If necessary, add attachments or reference supporting materials. Ensure the explanations contain sufficient detail to show that all relevant adverse impacts have been identified and adequately addressed. If question D of Part II was checked yes, the determination of significance must evaluate the potential impact of the proposed action on the environmental characteristics of the CEA.

- Check this box if you have identified one or more potentially large or significant adverse impacts which **MAY** occur. Then proceed directly to the FULL EAF and/or prepare a positive declaration.
- Check this box if you have determined, based on the information and analysis above and any supporting documentation, that the proposed action **WILL NOT** result in any significant adverse environmental impacts **AND** provide on attachments as necessary, the reasons supporting this determination:

Name of Lead Agency

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

Signature of Responsible Officer in Lead Agency

Signature of Prepare (If different from responsible officer)

Date

**PART II - IMPACT ASSESSMENT (To be completed by Lead Agency)**

A. DOES ACTION EXCEED ANY TYPE I THRESHOLD IN 6 NYCRR, PART 617.4? If yes, coordinate the review process and use the FULL EAF.  
 Yes  No

B. WILL ACTION RECEIVE COORDINATED REVIEW AS PROVIDED FOR UNLISTED ACTIONS IN 6 NYCRR, PART 617.6? If No, a negative declaration may be superseded by another involved agency.  
 Yes  No

C. COULD ACTION RESULT IN ANY ADVERSE EFFECTS ASSOCIATED WITH THE FOLLOWING: (Answers may be handwritten, if legible)

C1. Existing air quality, surface or groundwater quality or quantity, noise levels, existing traffic pattern, solid waste production or disposal, potential for erosion, drainage or flooding problems? Explain briefly:  
No. The extension of the sewer district will not create any significant impacts.

C2. Aesthetic, agricultural, archaeological, historic, or other natural or cultural resources; or community or neighborhood character? Explain briefly:  
No.

C3. Vegetation or fauna, fish, shellfish or wildlife species, significant habitats, or threatened or endangered species? Explain briefly:  
No.

C4. A community's existing plans or goals as officially adopted, or a change in use or intensity of use of land or other natural resources? Explain briefly:  
No.

C5. Growth, subsequent development, or related activities likely to be induced by the proposed action? Explain briefly:  
No.

C6. Long term, short term, cumulative, or other effects not identified in C1-C5? Explain briefly:  
No.

C7. Other impacts (including changes in use of either quantity or type of energy)? Explain briefly:  
No.

D. WILL THE PROJECT HAVE AN IMPACT ON THE ENVIRONMENTAL CHARACTERISTICS THAT CAUSED THE ESTABLISHMENT OF A CRITICAL ENVIRONMENTAL AREA (CEA)?  
 Yes  No If Yes, explain briefly:

E. IS THERE, OR IS THERE LIKELY TO BE, CONTROVERSY RELATED TO POTENTIAL ADVERSE ENVIRONMENTAL IMPACTS?  
 Yes  No If Yes, explain briefly:

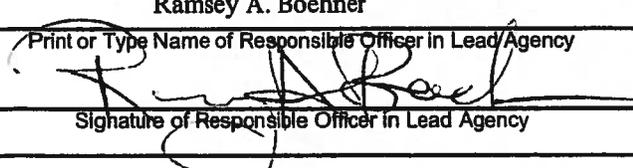
**PART III - DETERMINATION OF SIGNIFICANCE (To be completed by Agency)**

**INSTRUCTIONS:** For each adverse effect identified above, determine whether it is substantial, large, important or otherwise significant. Each effect should be assessed in connection with its (a) setting (i.e. urban or rural); (b) probability of occurring; (c) duration; (d) irreversibility; (e) geographic scope; and (f) magnitude. If necessary, add attachments or reference supporting materials. Ensure that explanations contain sufficient detail to show that all relevant adverse impacts have been identified and adequately addressed. If question D of Part II was checked yes, the determination of significance must evaluate the potential impact of the proposed action on the environmental characteristics of the CEA.

Check this box if you have identified one or more potentially large or significant adverse impacts which **MAY** occur. Then proceed directly to the FULL EAF and/or prepare a positive declaration.

Check this box if you have determined, based on the information and analysis above and any supporting documentation, that the proposed action **WILL NOT** result in any significant adverse environmental impacts **AND** provide, on attachments as necessary, the reasons supporting this determination.

Town of Brighton Town Board

_____ Name of Lead Agency	_____ Date
Ramsey A. Bochner	Environmental Review Liaison Officer
_____ Print or Type Name of Responsible Officer in Lead Agency	_____ Title of Responsible Officer
 Signature of Responsible Officer in Lead Agency	_____ Signature of Preparer (If different from responsible officer)

**Reset**

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 11th day of September, 2013.

**PRESENT:**

WILLIAM W. MOEHLE,  
Supervisor

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

Councilpersons

**RESOLVED**, that the Town Board hereby reappoints Steve Ward of 140 Hollywood Avenue in the Town of Brighton to the Town's Board of Assessment Review for a term commencing October 1, 2013 and expiring September 30 , 2018.

Dated: September 11, 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  
ASSESSOR'S OFFICE  
2300 Elmwood Avenue  
Rochester, NY 14618  
(585) 784-5216

August 22, 2013

To: Supervisor Moehle  
Honorable Town Board Members

From: Elaine Ainsworth, Assessor

Re: Reappointment of Steve Ward to  
5 year term as a permanent Board of Assessment Review  
Member

Town resident Steve Ward, residing at 140 Hollywood Avenue, has offered to share his extensive real estate expertise with the Town of Brighton for another term as a permanent member of the board of assessment review. His current term expires September 30, 2013. Please reappoint Mr. Ward to a new five-year term beginning October 1, 2013 through September 30, 2018.

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 11th day of September, 2013.

**PRESENT:**

WILLIAM W. MOEHLE,  
Supervisor

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

Councilpersons

**RESOLVED**, that a memorandum dated August 23, 2013 from Town Assessor Elaine Ainsworth regarding a request to authorize the Supervisor to execute an agreement with Assessment and Valuation Services ("AVS") to extend the existing contract with AVS for one additional year to provide various professional assessment service for a cost not to exceed \$3,000.00, be received and filed, and be it further

**RESOLVED**, that the Town Board hereby authorize the Supervisor to execute an agreement with AVS to extend the existing contract with AVS for one additional year to provide various professional assessment service for a cost not to exceed \$3,000.00

Dated: September 11, 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  
ASSESSOR'S OFFICE  
2300 Elmwood Avenue  
Rochester, NY 14618  
(585) 784-5216

August 23, 2013

To: Supervisor Moehle  
Finance Committee  
Finance Director, Suzanne Zaso  
Town Board

From: Elaine K. Ainsworth, Assessor

Re: Request to open 2013 Purchase Order  
Assessment and Valuation Services (AVS)

*Elaine Ainsworth*

I am requesting permission to process a 2013 Purchase Order for \$3,000, payable to AVS, per the attached quote.

AVS provides RPS V4 consulting and updating services to most of the towns in Monroe County and interfaces with the County of Monroe Real Property and the Batavia Office of Taxation and Finance, Office of Real Property Services for the State of New York. No other vendor in Western New York provides the level of service and expertise offered by AVS.

Keeping the work we have done to the valuation module of the V4 up-to-date ensures that we can perform single parcel valuation now, and minimized our up front costs as we prepare for our next town wide assessment roll update project.

Please authorize the Supervisor to enter into a contract for the detailed services and for me to process the required Purchase Order to facilitate payment for those services. I will make every attempt to answer any questions you may have.

Thank you.



P.O. Box 428

North Chili, NY 14514

Email: [avs@rochester.rr.com](mailto:avs@rochester.rr.com)

Fax & voice mail: 585-889-9772

To: Elaine Ainsworth; Assessor, Town of Brighton, NY

From: David Miller; AVS

Date: 06-21-12

Dear Elaine,

In response to our discussion regarding services for 2013, I am pleased to provide the following information and quote for the scope you indicated using RPSV4 as your valuation system:

**AVS:**

- \* **V4 Assistance:** 6 days of v4/valuation assistance including, but not limited to: **Residential Valuation Model; Residential Valuation / Comparables Set-Up / Commercial Valuation Assistance and VFF updating**

**Town:**

- \* **Assessment Functions:** all normal assessment functions including, but not limited to, timely updating of splits, combinations, posting of sales, all data entry, clerical updating of RPS files, etc.
- \* **Hardware/Software:** the Assessor's office will allow the use of its computer and access to the files [RPS/TSL/V4] on its network necessary to complete the updates and analysis.
- \* **Sales Verification:** field check and verify all new sales and any questionable sales data prior to being used for valuation analysis. Assessor will have validated or invalidated sales to be used for valuation on county file before providing to AVS for valuation/comp set-up.
- \* **Advisory Appraisals:** the Assessor will request advisory appraisals for utility properties, as usual, from ORPS. Should ORPS not be able to provide the appropriate appraisals, or they are not requested, then utility values will be the responsibility of the Assessor's Office.
- \* **Miscellaneous Costs:** All miscellaneous costs such public relations materials; postage and envelopes for any required mailings, change of assessment notices, large printings, etc. would be the responsibility of the Town.

**ORPS:**

- \* Utility values [Assessor needs to request from ORPS].
- \* Standards and guidelines for annual reassessment.
- \* On-going review of procedures and documentation to assure compliance with reimbursement.



Based on the above scope of services, AVS would charge as follows:

6 days of consulting/v4 work: \$3,000

Additional days of assistance@ \$525/day.

Please let me know if you have any questions on any of the above items.

16.

TOWN OF BRIGHTON  
ASSESSOR'S OFFICE  
2300 Elmwood Avenue  
Rochester, NY 14618  
(585) 784-5216

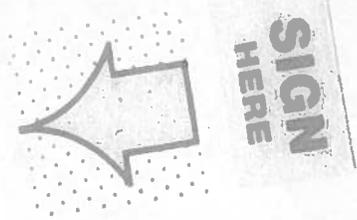
**Contract Addendum  
2012 AVS Professional Services to Town of Brighton**

The 2012 Municipal Appraisal Agreement between Assessment and Valuation Services (aka AVS) and the Town of Brighton will be extended to include services for 2013, under the same terms and conditions; copy attached herewith and made a part of this addendum.

**Town of Brighton**

By: \_\_\_\_\_  
Supervisor William Moehle

Date: \_\_\_\_\_



**Assessment and Valuation Services/AVS**

By: \_\_\_\_\_  
David P. Miller

Date: \_\_\_\_\_

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 11th day of September, 2013.

**PRESENT:**

WILLIAM W. MOEHLE,

Supervisor

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

Councilpersons

**RESOLVED**, that correspondence dated August 29, 2013 from Deputy Highway Superintendent Timothy J. Anderson regarding a request to declare as surplus and dispose at public auction a 2000 Sterling Dump Truck 67 (Asset #B53091) with plow (Asset #10811) and wing (Asset #4709) and a Stone Tow behind concrete mixer (asset #00941), be received and filed, and be it further

**RESOLVED**, that the Town Board hereby declares as surplus a 2000 Sterling Dump Truck 67 (Asset #B53091) with plow (Asset #10811) and wing (Asset #4709) and a Stone Tow behind concrete mixer (asset #00941) and further authorizes that the same all be disposed of by public auction.

Dated: September 11, 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	_____



HIGHWAY/SEWER DEPARTMENT

1941 ELMWOOD AVENUE • ROCHESTER, NEW YORK 14620 • 585-784-5280

August 29, 2013

Honorable Finance Committee  
Town of Brighton  
2300 Elmwood Ave.  
Rochester, NY 14618

Re: Authorize Disposal of Equipment and Material

Honorable Members:

I recommend that the following equipment be declared surplus to our needs:

2000 Sterling Dump Truck 67 (Asset #B53091) with Plow (Asset #10811) and Wing  
(Asset #4709)  
Stone Tow behind concrete mixer (Asset #00941)

I further recommend that I be authorized to dispose of this equipment through Roy Teitsworth, Inc. through an on-line auction or at a municipal auction scheduled for October 5<sup>th</sup>.

Sincerely,

Timothy J. Anderson  
Deputy Highway Superintendent

Cc: S. Zaso  
T. Keef

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 11th day of September, 2013.

**PRESENT:**

WILLIAM W. MOEHLE,  
Supervisor

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

Councilpersons

**RESOLVED**, that correspondence dated August 29, 2013 from Town Engineer Michael E. Guyon, P.E. regarding a request to authorize the Supervisor to execute an amended agreement with Chatfield Engineers, P.C. to include construction observation services for Phase 2 of the project known as the Reserve at the 2013 hourly rates as specified in the company's July 25, 2012 proposal with said fees to be fully paid for by the project developer, be received and filed, and be it further

**RESOLVED**, that the Town Board hereby authorizes the Supervisor to execute an amended agreement with Chatfield Engineers, P.C. to include construction observation services for Phase 2 of the project known as the Reserve at the 2013 hourly rates as specified in the company's July 25, 2012 proposal with said fees to be fully paid for by the project developer.

Dated: September 11, 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

August 29, 2013

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

Re: The Reserve Subdivision  
Construction Observation Services Phase 2

Dear Councilperson Werner and Committee Members:

The Town of Brighton prepared requests for proposal for construction observation services to oversee the construction of Phase 1 of the Reserve Subdivision in July 2012. Chatfield Engineers, P.C., the low bidder, was awarded the construction observation contract at the August 22, 2012 Town Board meeting. Phase I of The Reserve Subdivision project is nearing completion and we anticipate that the construction of the infrastructure and roadway serving Phase 2 will begin later this fall. Phase 2 includes the construction of approximately 171 residential units, public and private roadways and public watermain, sanitary sewers and storm sewers.

I am requesting authorization to amend the agreement between the Town of Brighton and Chatfield Engineers, P.C. to include the construction observation services for Phase 2 of the Reserve Subdivision. Said services shall be rendered as outlined in a Proposal titled, "Request for Proposal Provide Construction Observation Services for The Reserve Subdivision Town of Brighton, Monroe County New York dated, July 25, 2012". These services shall be rendered at the 2013 hourly rates specified in the July 25, 2012 proposal.

Monies were not specifically earmarked for this particular project however; the cost of these construction observation services will be reimbursed by the developer and obtained prior to the start of Phase 2 construction.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled September 3, 2013 meeting in the event that you have any questions regarding this matter.

Respectfully,

Mike Guyon, P.E.  
Town Engineer

cc: S. Zaso  
T. Keef  
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 11th day of September, 2013.

**PRESENT:**

WILLIAM W. MOEHLE,  
Supervisor

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

Councilpersons

**RESOLVED**, that correspondence dated September 3, 2013 from Town Engineer Michael E. Guyon, P.E. regarding a request to authorize a budget transfer of \$400 from account A.DPW.1490 4.12 and \$300.00 from account A.DPW.1490 4.15 for a total of \$700.00 to be transferred to account A.DPW 1490 2.11 to facilitate and fund the purchase of previously budgeted for desk top scanners, be received and filed, and be it further

**RESOLVED**, that the Town Board hereby authorizes the budget transfer of \$400 from account A.DPW.1490 4.12 and \$300.00 from account A.DPW.1490 4.15 for a total of \$700.00 to be transferred to account A.DPW 1490 2.11 to facilitate and fund the purchase of previously budgeted for desk top scanners.

Dated: September 11, 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

September 3, 2013

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

Re: 2013 Budget Amendment  
Purchase Scanners

Dear Councilperson Werner and Committee Members:

The 2013 Budget included \$825 for three scanners to help facilitate the department's efforts in moving records to a digital format. The funds were mistakenly placed into account A.DPW.1490 4.12, Office Supplies. During the budget adoption process the funding request for this account was adjusted and did not provide sufficient funds to purchase the scanners. The current balance of account A.DPW.1490 4.12 is \$562.18.

We recently obtained a quote of \$321.78 for a desktop scanner. Therefore, in lieu of 3 scanners we are proposing the purchase of two scanners. I am requesting that the FASC recommend that the Town Board authorize a budget transfer in the amount of \$400.00 from account A.DPW.1490 4.12 and \$300 from account A.DPW.1490 4.15 Computer Software/Supplies to account A. DPW. 1490 2.11, Office Equipment, which would provide for the purchase of two personal scanners to be used at employee workstations. Account A.DPW.1490 4.15 includes surplus funds, approximately \$1,380, that were initially earmarked for ink for the department's large format plotter, but that unit is no longer operational so there is no longer the need for the ink.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled September 3, 2013 meeting in the event that you have any questions regarding this matter.

Respectfully,

Michael E. Guyon, P.E.  
Town Engineer

cc: S. Zaso  
T. Keef  
Mary Ann 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 11th day of September, 2013.

**PRESENT:**

WILLIAM W. MOEHLE,  
Supervisor

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

Councilpersons

**RESOLVED**, that correspondence dated August 29, 2013 from Commissioner of Public Works Timothy E. Keef, P.E. regarding a request to declare as surplus and dispose at public auction a 2003 Ford Crown Victoria sedan (VIN 2FAFP71W03X112682), be received and filed, and be it further

**RESOLVED**, that the Town Board hereby declares as surplus a 2003 Ford Crown Victoria sedan (VIN 2FAFP71W03X112682) and further authorizes that the same be disposed of by public auction.

Dated: September 11, 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

August 29, 2013

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

re: Declaration of Surplus Equipment

Dear Chairman Werner and Committee Members:

I request that one 2003 Ford Crown Victoria sedan (2FAFP71W03X112682) be declared surplus and disposed of. This vehicle was previously one of the assigned Fire Marshal pool cars for use by Assistant Fire Marshals and recently supplanted by the generosity of the Police Department. Said vehicle is in need of significant mechanical repairs, most notably the transmission, and is no longer required for service.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled September 3, 2013 meeting in the event that you have any questions regarding this matter.

Very truly yours,

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

TEK/wp

cc: T. Anderson  
S. Zaso  
A. Banker  
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 11th day of September, 2013.

**PRESENT:**

WILLIAM W. MOEHLE,  
Supervisor

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

Councilpersons

**RESOLVED**, that a memorandum dated September 3, 2013 from Finance Director Suzanne Zaso regarding a request to authorize the Supervisor to execute an agreement with RBC Wealth Management to act as Trustee of the Service Awards Program in the West Brighton Fire Protection District and to execute an agreement with Comerica Bank to act as paying agent for said program, be received and filed, and be it further

**RESOLVED**, that the Town Board hereby authorizes the Supervisor to execute an agreement with RBC Wealth Management to act as Trustee of the Service Awards Program in the West Brighton Fire Protection District and to execute an agreement with Comerica Bank to act as paying agent for said program, subject to the review and approval of each agreement by the Attorney to the Town.

Dated: September 11, 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	_____



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

MEMORANDUM

To: The Honorable Town Board  
Attn.: Finance and Administrative Services Committee  
From: Suzanne Zaso, Director of Finance   
Date: September 3, 2013  
Subject: West Brighton Fire Protection District Service Award Program –  
Trustee and Paying Agent Agreements

I am requesting that the Town Board authorize the Supervisor to execute agreements with RBC Wealth Management to act as trustee of the Service Awards Program in the West Brighton Fire Protection District and with Comerica Bank to act as paying agent for the program. RBC will provide trustee services for free while Comerica will charge a \$400 base annual fee plus \$1.25 per periodic payment and \$15 per lump sum payment (plus all applicable postage). Comerica's services will also include annual 1099s to benefit recipients. This request to change providers is necessitated because the current provider, Bank of America, will no longer be providing this service as of November 1, 2013.

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

Copy to: K. Gordon