

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
December 11, 2013

PRESENT:

Supervisor William Moehle	
Councilmember James Vogel	
Councilmember Louise Novros	Kenneth Gordon, Attorney for the Town
Councilmember Jason DiPonzio	Daniel Aman, Town Clerk
Councilmember Christopher Werner	Rebecca Cotter, Recreation Director
Mark Henderson, Police Chief	Suzanne Zaso, Finance Director
Tim Keef, Commissioner of Public Works	Maryann Hussar, Assistant to the Supervisor

MEETING CALLED TO ORDER AT 7:05 PM:

RECOGNITIONS/PRESENTATIONS:

Swearing in of Lt. David Catholdi to rank of Captain - Brighton Police Department

OPEN FORUM:

Raymond J. Tierney III – Brighton200 Bicentennial Steering Committee Chair
Judy Schwartz
Joshua Barouth, Monroe County Legislator 24th District

APPROVAL OF AGENDA:

Motion by Councilmember Christopher Werner seconded by Councilmember James Vogel to approve the agenda with the addition of letter from Ray Tierney

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

APPROVE AND FILE TOWN BOARD MEETING MINUTES FOR:

October 23, 2013 Town Board Meeting
November 13, 2013 Town Board Meeting
November 26, 2013 Town Board Meeting

Motion by Councilmember James Vogel seconded by Councilmember Louise Novros to approve and file the aforementioned minutes

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

COMMUNICATIONS:

FROM Chris Mueller, Director Local Franchising, Time Warner Cable dated December 4, 2013 re: Cable Channel changes and channels expiring soon that may or may not be renewed.

FROM Raymond Tierney, Chair of Brighton200 Bicentennial Committee dated December 11, 2013 re: highlights of the calendar of events

Motion by Councilmember Jason DiPonzio seconded by Councilmember Louise Novros to receive and file aforementioned communications

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

COMMITTEE REPORTS:

Parks and Recreation & Community Services (PARCS) – Next meeting 1/27/2013 at 4:30 PM at Brookside

Finance and Administrative Services (FASC) – Next meeting 12/17/2013 and 12/30/2013 at 3:30 PM in the Stage Conference Room

Public Safety Services - Next meeting 1/14/14 at 8:00 AM in Downstairs Meeting Room

Public Works Services - Next Meeting 1/13/14 at 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. 1 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Reappoint Jack Cholette as a member of the Zoning Board of Appeals effective January 1, 2014 through December 31, 2018 and as Chairperson of same effective January 1, 2014 through December 31, 2014 (see Resolution #1).

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. 2 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Appoint William Price as Chairperson of the Planning Board effective January 1, 2014 through December 31, 2014 (see Resolution #2).

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 reappointments of Arlene A. Wright and John Page as members of the Historic Preservation Commission effective January 1, 2014 through December 31, 2017 (see Resolution #3).

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. 4 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize bid award to Electronic Field Productions with approval for Supervisor to execute agreement to provide professional video production and cable television management services effective January 1, 2014 through December 31, 2014, (see Resolution #4 and Memorandum dated December 3, 2013 from Mary Ann Hussar, Assistant to the Supervisor).

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

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize Supervisor to execute renewal agreement with Brighton Volunteer Ambulance to provide emergency medical services for the year 2014 (see Resolution #5 and memorandum dated November 18, 2013 from 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. 6 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize bid award to Fibertech Network Services with approval for Supervisor to execute agreement with same, for installation and support services of fiber optic line between the Town Hall and Operation Center and installation of dedicated internet service to the Brighton Police Department (see Resolution #6, letter dated December 2, 2013 from Michael Guyon, P.E. Town Engineer and bid summary sheet).

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: Approval to renew membership with the New York State Association of Towns for the year 2014 and designate Town Supervisor as official delegate to attend the Annual Business Meeting scheduled for Wednesday February 19, 2014 (see Resolution #7).

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. 8 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Approval for Supervisor to execute renewal agreement with Park Place Corporation to provide day-to-day transportation services for the Town's 2014 Senior Program (see Resolution #8 and letter dated December 3, 2013 from Rebecca Cotter, Recreation Director).

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. 9 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize Supervisor to execute agreement with the Animal Hospital of Pittsford to provide boarding and veterinary services for 2014 (see Resolution #9 and letter dated December 2, 2013 from Police Chief Mark Henderson).

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. 10 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Approval to transfer funds from a particular account to support funding of Highway Department truck repairs (see Resolution #10 and letter dated December 2, 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. 11 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize bid award with approval for Supervisor to execute agreement with Emergency Enclosures Inc. to provide emergency Call-Out services for 2014 with option to renew agreement up to two additional years (see Resolution #11 and letter dated October 29, 2013 from Chris Roth, Town Fire Marshal).

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. 12 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize bid award with approval for Supervisor to execute agreement and any related change orders not exceeding 10%, with Lu Engineers Inc. to provide professional design services for phase III of the MCC Sanitary Sewer Project (see Resolution #12 and letter dated December 2, 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. 13 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorization to name the Excellus Core Plan as the replacement to the now discontinued Excellus Blue Cross Blue Shield Prolonged Illness Protection Plan (PIP) previously offered by the Town to under-65 retiree plan members (see Resolution #13 and memorandum dated December 3, 2013 from 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. 14 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize Supervisor to execute renewal agreement with Perma to provide worker's compensation insurance coverage for 2014 (see Resolution #14 and letter dated December 3, 2013 from Gary Brandt, Director of Personnel).

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. 15 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Approval to make various budget amendments and transfers to the 2013 budget to reflect actual account/departmental expenditures for 2013 operations (see Resolution #15 and memorandum dated December 3, 2013 from Suzanne Zaso, Director of Finance).

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

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize Supervisor to execute a 3-year agreement with Mailfinance, Inc. and NeoPost USA, Inc., through their authorized dealer Lineage for the lease of digital mailing system equipment (see Resolution #17 and memorandum dated December 3, 2013 from Dan Aman, Town Clerk).

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

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Approval to adopt new wage rate for seasonal employees effective December 31, 2013 to support new NY State minimum wage rate (see Resolution #16 and letter dated November 27, 2013 from Suzanne Zaso, Director of Finance).

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

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Receive and file communication dated December 4, 2013 from Ramsey Boehner, Town Planner regarding proposed Town Code amendments concerning Comfort Care Homes and refer matter to the Planning Board for advisory opinion (see Resolution #20 and proposed amendments).

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. 19 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Receive and file request from Commissioner of Public Works, Tim Keef, P. E. dated December 4, 2013 for approval to remove (5) significant Town trees for health and/or safety reasons and set January 22, 2014 as Public Hearing date for same (see Resolution #21).

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. 20 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize Supervisor to execute agreement with IMS Inc. for processing services of the Town's first class presorted mail (see Resolution #19 and memorandum dated December 3, 2013).

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. 21 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTERS OF THE SUPERVISOR:

Expenses and Revenue for month ending November 30, 2013

Motion by Councilmember Christopher Werner seconded by Councilmember Louise Novros to receive and file aforementioned report

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTERS OF THE TOWN CLERK:

MATTER RE: Receive and file communication dated December 11, 2013 from Daniel Aman, Town Clerk with approval of the Certificate of Insurance to be filed for the official undertaking for collection of taxes (see Resolution #22).

Motion by Councilmember Christopher Werner seconded by Councilmember Jason DiPonzio that the aforementioned communication be received and filed

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MOTION TO GO INTO EXECUTIVE SESSION AT 9:28 PM:

Motion by Councilmember Louise Novros seconded by Councilmember James Vogel to go into executive session at 9:28 PM to discuss matters of tax certiorari, collective bargaining, and West Brighton Fire Protection District litigation

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

Motion by Councilmember James Vogel seconded by Councilmember Jason DiPonzio to come out of executive session at 10:31 PM

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

AMENDMENT TO THE AGENDA:

Motion by Councilmember Christopher Werner seconded by Councilmember Louise Novros to amend the agenda to add a resolution relating to the Town's collective bargaining agreement with the Brighton Police Patrolman's Association

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize the Supervisor to sign a collective bargaining agreement that has been ratified by the members of the Brighton Police Patrolman's Association to become effective January 1, 2014 through December 31, 2016

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. 22 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MEETING ADJOURNED:

Motion by Councilmember Christopher Werner seconded by Councilmember Louise Novros to adjourn at 10:32 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 proceeding of the Town of Brighton, County of Monroe, State of New York meeting held on the 11th day of December 2013 and that I recorded said minutes of the aforesaid meeting of the Town Board of the Town of Brighton, New York

Margaret Streeter

From: William Moehle [william.moehle@townofbrighton.org]
Sent: Tuesday, December 31, 2013 11:49 AM
To: 'ljnovros'; 'Margaret Streeter'
Subject: RE: Minutes for December 11, 2013

I believe that Louise made the motion and Jim Vogel seconded.

Bill
William W. Moehle
Supervisor, Town of Brighton
2300 Elmwood Avenue
Rochester, New York 14618
(585)784-5252

From: ljnovros [mailto:ljnovros@aol.com]
Sent: Thursday, December 26, 2013 9:46 PM
To: Margaret Streeter; William. Moehle@Townofbrighton. Org
Subject: RE: Minutes for December 11, 2013

I have only one change:

Page 114:, 4th MATTER RE: It states Motion by LN and seconded by LN. I don't remember which I did--but not both.

Louise

-----Original Message-----

From: Margaret Streeter [mailto:margaret.streeter@townofbrighton.org]
Sent: Thursday, December 26, 2013 1:02 PM
To: 'William Moehle'; cwerner@boylancode.com; james.vogel@townofbrighton.org;
jdiponzio@diponziolaw.com; 'ljnovros'; kgordon@gordonandschaal.com; daniel.aman@townofbrighton.org;
david.marcus@townofbrighton.org; 'Mary Ann Hussar'
Subject: Minutes for December 11, 2013

Additions or corrections?

EXHIBIT NO 1

CLAIMS FOR APPROVAL AT TOWN BOARD MEETING

December 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>212,819.45</u>
D - HIGHWAY	<u>76,280.93</u>
H - CAPITAL	<u>16,565.63</u>
L - LIBRARY	<u>169.23</u>
SA - AMBULANCE DIST	<u>1,901.25</u>
SB - BUSINESS IMPROVM	<u>345.00</u>
SD - DRAINAGE DIST	<u>1,320.00</u>
SF - FIRE DIST	<u>1,917.50</u>
SK - SIDEWALK DIST	<u>17,206.24</u>
SL - LIGHTING DIST	<u>35,942.52</u>
SM - SNOW REMOVAL DST	<u>3,460.00</u>
SN-NEIGHBORHOOD DIST.	<u>232.50</u>
SP-PARKS DISTRICT	<u>175.00</u>
SR-REFUSE DISTRICT	<u>74,124.19</u>
SS - SEWER DIST	<u>65,387.76</u>
SW - WATER DIST	<u>1,227.50</u>
TA - AGENCY TRUST	<u>2,156.99</u>
TOTAL	\$ <u>511,231.69</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 December, 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

BE IT RESOLVED that the Town Board hereby reappoints Jack Cholette as a member of the Zoning Board of Appeals for a five year term commencing January 1, 2014 and expiring December 31, 2018; and

BE IT FURTHER RESOLVED that the Town Board hereby reappoints Jack Cholette as Chairperson of the Zoning Board of Appeals for a one-year term commencing on January 1, 2014.

Dated: December 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	_____

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 December, 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

BE IT RESOLVED that the Town Board hereby appoints William Price as Chairperson of the Planning Board for a one year term commencing on January 1, 2014.

Dated: December 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	_____

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 December, 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

BE IT RESOLVED that the Town Board hereby reappoints Arlene A. Wright and John Page as members of the Historic Preservation Commission for four year terms commencing on January 1, 2014 and expiring December 31, 2017.

Dated: December 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	_____

EXHIBIT NO. 5

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 December, 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

BE IT RESOLVED that a memorandum dated December 3, 2013 from Assistant to the Supervisor MaryAnn Hussar regarding a request to authorize the Supervisor to execute a Professional Service Agreement with Electronic Field Productions, Inc. to provide Video Production and Cable Television Management Services for calendar year 2014 at a cost not to exceed \$48,000.00, be received and filed, and be it further

RESOLVED that the Town Board hereby authorizes the Supervisor to execute a Professional Service Agreement with Electronic Field Productions, Inc. to provide Video Production and Cable Television Management Services for calendar year 2014 at a cost not to exceed \$48,000.00.

Dated: December 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	_____



MARYANN HUSSAR, Assistant to the Supervisor
2300 ELMWOOD AVENUE
ROCHESTER, NEW YORK 14618

MEMORANDUM

A handwritten signature in black ink, appearing to be "MHC", enclosed within a large, hand-drawn oval.

To: Members of the Finance and Administrative Services Committee,
The Honorable Town Board
From: MaryAnn Hussar, Assistant to the Supervisor
Date: December 3, 2013
Subject: Request Town Board action to authorize the Town Supervisor to execute
a Professional Services Agreement with Electronic Field Productions, Inc.
to provide Video Production and Cable Television Management Services
for 2014

A Request for Proposal was sent to five potential vendors including our current provider Electronic Field Services (EFP) to provide video production and cable television management services to Town of Brighton for 2014. One vendor chose to respond. Attached is a summary of the services and associated pricing.

Based on proposal received from current provider EFP, with pricing for 2014 reflecting no price increase over their 2013 pricing, the recommendation is to select Electronic Field Productions, Inc. as the provider of these services for the period January 1, 2013 – December 31, 2014.

This request is for Town Board action to authorize the Town Supervisor to execute a Professional Services Agreement with Electronic Field Productions, Inc. at an annual cost of \$48,000, to provide Video Production and Cable Television Management Services for 2014.

Thank you for your consideration.

Attached: Cable Proposal Summary
Professional Services Agreement

AGREEMENT

THIS AGREEMENT, made this ___ day of December, in the year 2013, by and between the Town of Brighton, a municipal corporation, with offices at 2300 Elmwood Avenue, Rochester, New York 14618, hereinafter referred to as the "Town", and Electronic Field Productions, Inc., with offices at (or residing at) 155 Sanford Street, Rochester, New York 14620, hereinafter referred to as the "Contractor".

WITNESSETH

WHEREAS, the Town of Brighton is desirous of obtaining the services of the Contractor to perform the scope of services set forth in Section 1 hereof; and

WHEREAS, the Contractor is willing, able and qualified to perform such services.

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth, the parties hereto mutually agree as follows:

1. The Contractor hereby agrees to perform the following services for the Town of Brighton:

A. Live Cablecast of Brighton Town Board Meetings

Brighton Town Board Meetings are typically the second and fourth Wednesday of each month at 7:00 p.m. (some exceptions may occur).

Set up and operation of video equipment for cablecast of Town Board meetings, provide technicians including Director/technical director, Remote Camera Operator, Audio engineer, provide DVD and tape master using Gold DVD's and three additional copies as required by Town Supervisor and/or other authorized representative/s of same.

Maintain Video Archive Library of Town Board Meetings

Maintain on-site and offsite storage back-up systems

Manage live web streaming of Town Board Meetings to Town Website

Manage web uploads of pre-recorded meetings and videos to Town Website

Provide and manage all media endeavors that support the open Government methodology

B. Location Video Production

Utilize the Town's equipment to record video and audio for the Town as needed.

C. Cable Television Operations

Perform operation and general maintenance of the Brighton Cable Television facility located at the Brighton Town Hall, including but not limited to the loading of video content to the Leightronix UltraNexus 2+2 video server, preparation of graphics for community video bulletin boards on channels 12 and 15, the programming of UltraNexus computer system for cable-casting per program schedule, preparation of the program schedule for channels 12 and 15, duplication of Town Board meeting DVD's.

Work with the Brighton School District who shares air time of Channel 12 between the hours of 7:00 a.m. – 7:00 p.m.

Work with Time Warner Cable to ensure proper broadcasting services for PEG access (Public, Education and Government Broadcasting).

2. The term of this agreement shall be from January 1, 2014 to December 31, 2014.

This contract may be terminated by the Town of Brighton upon written notice to the Contractor.

3. The Town hereby agrees to pay the Contractor a sum in full satisfaction of all expenses and compensation due the Contractor not to exceed Forty Eight Thousand DOLLARS (\$48,000.00). Said sum shall be paid as follows:

Monthly Installments of \$4,000/month; Invoices payable within 30 days.

Payment by the Town for the sum(s) herein contracted for shall be made upon the submission of an invoice(s) and properly executed Town of Brighton claim vouchers, supported with such information and documentation necessary to substantiate the claim, approved by the Assistant to the Supervisor, or by his/her designee, audited by the Director of Finance of the Town of Brighton, and approved for payment by the Town Board. If this contract is terminated by the Town pursuant to paragraph 2, the Contractor will be paid a pro rata share of the contract amount based upon the proportion of its satisfactory performance of the contract at the time of termination to the total performance required by this contract.

4. Upon the completion of the work required hereunder by the Contractor, title to all work performed shall vest in the Town of Brighton.

5. This contract shall be deemed executory only to the extent of funds available and the Town shall incur no liability beyond the funds budgeted therefor.

6. The Contractor agrees that it will not assign, transfer, convey, sublet or otherwise dispose of this contract or its right, title or interest therein, nor any part thereof, nor any money which are or will become due and payable thereunder without the prior written consent of the Town of Brighton.

7. The Contractor covenants and agrees that it will conduct itself consistent with its status, said status being that of an independent contractor, and that its employees or agents will neither hold themselves out nor claim to be an officer or employee of the Town of Brighton, not make claim to any rights accruing thereto, including, but not limited to, Workers' Compensation, unemployment benefits, Social Security or retirement membership or credit.

8. The Contractor agrees that in carrying out its activities under the terms of this agreement that it shall not discriminate against any person due to such person's race, color, creed, sex or national origin, and that at all times it will abide by the applicable provisions of the Human Rights Law of the State of New York as set forth in Section 290-301 of the Executive Law of the State of New York.

9. The Contractor agrees to indemnify, defend and hold the Town of Brighton harmless from and against any claims or causes of action, including reasonable attorney's fees, which may be asserted against the Town or any of its officers and/or employees, and arising out of this agreement or out of services which the Contractor may perform for the Town pursuant to this agreement.

IN WITNESS WHEREOF, the parties hereto have executed this agreement the day and year first above written.

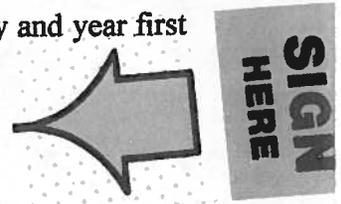
Town of Brighton

By: _____
William W. Moehle, Supervisor

By: _____

[Print Name]

Fed. I.D.# or Social Security #



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 December, 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

BE IT RESOLVED that a memorandum dated November 18, 2013 from Director of Finance Suzanne Zaso regarding a request to authorize the Supervisor to execute a contract with Brighton Volunteer Ambulance, Inc. to provide emergency medical services and transport for the Brighton Ambulance District for calendar year 2014 at a cost not to exceed \$306,000.00, be received and filed, and be it further

RESOLVED that the Town Board hereby authorizes the Supervisor to execute a contract with Brighton Volunteer Ambulance, Inc. to provide emergency medical services and transport for the Brighton Ambulance District for calendar year 2014 at a cost not to exceed \$306,000.00 subject to the review and approval of said contract by the Attorney to the Town.

Dated: December 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 *yz*
Date: November 18, 2013
Subject: Brighton Volunteer Ambulance
2014 Contract Renewal

I recommend that Your Honorable Body authorize the Supervisor to execute a renewal agreement for 2014 with Brighton Volunteer Ambulance, Inc. in the amount of \$306,000 as approved and adopted in the 2014 Town Budget. This represents an increase of \$56,000 from the 2013 contract to support an increase in the amount of out-of-pocket costs that would otherwise be the responsibility of Brighton residents who utilize ambulance services. Also note that the Town will retain \$30,000 to be applied towards fuel usage by BVA in 2014. Per the contract an updated certificate of insurance will be on file.

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.

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 December, 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

BE IT RESOLVED that correspondence dated December 2, 2013 from Town Engineer Michael E. Guyon, P.E. regarding a request to authorize the Supervisor to execute a contract with Fibertech Networks to install and support a fiber optic line between the Town Hall and the Operation Center and to provide dedicated internet service to the Brighton Police Department at costs not to exceed the amounts set forth in the correspondence and bid summary attached thereto, be received and filed, and be it further

RESOLVED that the Town Board hereby authorizes the Supervisor to execute a contract with Fibertech Networks to install and support a fiber optic line between the Town Hall and the Operation Center and to provide dedicated internet service to the Brighton Police Department at costs not to exceed the amounts set forth in the above referenced correspondence and bid summary attached thereto subject to the review and approval of said contract by the Attorney to the Town.

Dated: December 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

December 2, 2013

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

Re: Purchase Request
Dedicated Fiber Interconnection to the Operation Center

Dear Councilperson Werner and Committee Members:

Following the November 5, 2013 FASC Meeting we contacted four Fiber Optic/Internet Vendors and requested quotes to install a fiber optic line from the Town Hall to the Operations Center and provide dedicated internet service to the Brighton Police Department. The vendors include Fibertech Network Services, Greenlight Network Services, Time Warner Cable Business Class Services and Windstream Communications Services. Appendix A attached provides the vendor quotes to install a fiber optic line from the Town Hall to the Operations Center for a 3 year service term,

Appendix A also includes the vendor quotes to provide a dedicated internet service to the Brighton Police Department and the combined costs for each Vendor.

We suggest that the FASC recommend that the Town Board authorize the Supervisor to enter into a contract with Fibertech Network Services to install a 20 Mb Fiber Optic Line from the Town Hall to the Operations Center and provide a dedicated internet service to the Brighton Police Department. Fibertech Network Services is the preferred vendor because:

- While Greenlight Network Services is the lowest priced vendor their contract documents do not include a guaranteed quality of service clause. Since this line will transmit all operation center phone calls it is critical that a quality of service be maintained.
- The price quoted by Time Warner Cable Business Class Service represents a connection speed between the Town Hall and Operation Center that is ½ that of the Fibertech connection.
- Windstream Communications monthly charge exceeds the Fibertech quote by more than \$400 per month.

In addition to the charges shown in Appendix A and regardless of the vendor, the Town will be required to upgrade its routers at the Town Hall and the Operation Center. RelComm provided a quote of \$2,730 to replace the existing routers. The total one-time cost to install a fiber optic cable between the Town Hall and the Operation Center and provide a dedicated internet service to the Brighton Police Department is \$3,730.00 with a total monthly charge of \$1,255.00. The total monthly charge will be offset by eliminating the current monthly charges of \$871.66 as shown in Appendix B. The total monthly charge will be \$383.34.

The Town Budget includes funding to pay for the dedicated internet service to the Brighton Police Department. The remaining funding will be provided by the sewer department from account SS.Sewer.8120 2.80. The costs will be allocated as follows:

2300 Elmwood Avenue • Rochester, New York 14618 • 585-784 5250 • Fax: 585-784 5373
<http://www.townofbrighton.org>



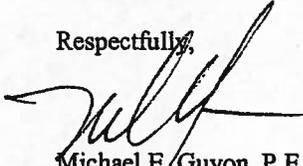
December 2, 2013

- Town of Brighton Police Department will pay a one-time installation fee of \$500 and a monthly fee of \$500.00 for a dedicated internet service.
- The Town of Brighton Sewer Department will pay a one-time installation fee of \$3,730.00 and a monthly fee of \$755 to install a fiber optic line between the Town Hall and the Operation Center. There are sufficient funds in account SS. Sewer 8120 2.80.

I am requesting that the FASC recommend that the Town Board authorize the Supervisor to enter into a contract with Fibertech Networks to install and support a fiber optic line between the Town Hall and the Operation Center and install a dedicated internet service to the Brighton Police Department.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled December 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
M. Henderson



Appendix A

Vendor Quotes to Install a Fiber Optic Line from the Town Hall to the Operations Center for a 3 Year Service Term

Fiber Optic/Internet Vendor	Service Provided	Contract Term	One-Time Installation Cost	Monthly charge
Fibertech Network Services	20Mb Fiber Optic Line from the Town Hall to the Operation Center	3 year	\$ 500.00	\$ 755.00
Green light Network Services	100Mb Fiber Optic Line from the Town Hall to the Operation Center	3 year	\$ 1,650.00	\$ 300.00
Time Warner Cable Business Class Services	10Mb Fiber Optic Line from the Town Hall to the Operation Center	3 year	\$ 250.00	\$ 600.00
Windstream Communication Services	Fiber Loop with Internet for the Town and for the Operation Center	3 year	\$ -	\$ 1,690.00

Vendor Quotes to Provide a Dedicated Internet Service to the Brighton Police Department.

Fiber Optic/Internet Vendor	Service Provided	Contract Term	One-Time Installation Cost	Monthly charge
Fibertech Network Services	Dedicated Internet to BPD 10Mbx10Mb	3 year	\$ 500.00	\$ 500.00
Green light Network Services	Dedicated Internet to BPD 100Mbx20Mb	3 year	\$ 1,150.00	\$ 225.00
Time Warner Cable Business Class Services	Dedicated Internet to BPD 20Mbx20Mb	3 year	\$ 500.00	\$ 700.00
Windstream Communication Services	Internet included in the Fiber/Optic Charge	3 year	\$ -	\$ -

Combined Vendor Costs

Fiber Optic/Internet Vendor	Service Provided	Contract Term	One-Time Installation Cost	Monthly charge
Fibertech Network Services	20Mb Fiber Optic Line from the Town Hall to the Operation Center/Dedicated Internet to BPD 10Mbx10Mb	3 year	\$ 1,000.00	\$ 1,255.00
Green light Network Services	100Mb Fiber Optic Line from the Town Hall to the Operation Center/Dedicated Internet to BPD 100Mbx20Mb	3 year	\$ 2,800.00	\$ 525.00
Time Warner Cable Business Class Services	10Mb Fiber Optic Line from the Town Hall to the Operation Center/Dedicated Internet to BPD 20Mbx20Mb	3 year	\$ 750.00	\$ 1,300.00
Windstream Communication Services	Fiber Loop with Internet for the Town and for the Operation Center	3 year	\$ -	\$ 1,690.00



Appendix B

Existing Monthly Charges that will be Eliminated Once the Fiber Optic Interconnection is Installed.

Description of Service	Monthly Charge
1.5 Mb Point to Point connection through the Frontier T-1 Line	\$290.00
Hach Maintenance Charge	\$208.33
Omni site Pump Monitoring Service	\$165.00
Telog Flow Monitoring Service	\$208.33
TOTAL =	\$871.66



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 December, 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

BE IT RESOLVED that the Town Board hereby renews its membership with the New York State Association of Towns for calendar year 2014, and be it further

RESOLVED that the Town Board hereby appoints William W. Moehle as the official delegate of the Town for the annual business session of the Association of Towns of the State of New York to be held in New York City on February 19, 2014.

Dated: December 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	_____



**THE ASSOCIATION OF TOWNS
of the State of New York**

150 State Street, Albany, New York 12207

"Service and Representation for the 932 Town Governments of New York"

**Gerry K. Geist, Executive Director - PHONE: [518] 465-7933 - FAX: [518] 465-0724
Website and e:mail: WWW.NYTOWNS.ORG**

November 1, 2013

**Town of Brighton
County Of Monroe**

Annual Town Association Membership Dues for the year beginning
January 1, 2014 as authorized by Article 8 of the Town Law.

Dues: \$1,650.00

These dues are computed from the latest complete information of your
town's "Total Town Revenue" as reported to the Office of the State
Comptroller.

Claimant's Certification

I certify that the above bill is just, true and correct; that no part thereof has been paid except
as stated and that the balance is actually due and owing, and that taxes from which the
municipality is exempt are not included.

**GERRY K. GEIST
Executive Director**

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 December, 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

BE IT RESOLVED that correspondence dated December 3, 2013 from Director of Recreation Rebecca Cotter regarding a request to authorize the Supervisor to execute a contract with Park Place Corporation Services to renew the Town contract for day to day transportation services at a rate of \$89.98 per hour, be received and filed, and be it further

RESOLVED that the Town Board hereby authorizes the Supervisor to execute a contract with Park Place Corporation Services to renew the Town contract for day to day transportation services at a rate of \$89.98 per hour, subject to the review and approval of said contract by the Attorney to the Town.

Dated: December 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
RECREATION DEPARTMENT

220 Idlewood Rd.
Rochester, NY 14618
www.townofbrighton.org

(585) 784-5260
Fax: (585) 784-5365
TTY: (585) 784-5381

December 3, 2013

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

Dear Finance Committee Members:

I respectfully request your permission to authorize the Supervisor to renew our day to day transportation service with Park Place Corporation Services for 2014. We are pleased to renew this contract at a rate of \$89.98 per hour. This is the same rate charged for 2013 with no cost increase for 2014. We average 3 hours of service on a normal program day.

The term of this renewal will be for a period of one year. Funding for this service is provided in the 2014 budget.

The Seniors have been satisfied with the quality of transportation services provided by Park Place. I will be happy to answer any questions you may have regarding this matter.

Respectfully,

Rebecca J. Cotter
Recreation Director
Town of Brighton

PARK PLACE
Corporate
Transportation Services

2007
OPERATOR OF THE YEAR
NATIONALLY RECOGNIZED AS
"AMERICAS TOP TRANSPORTATION PROVIDER"

December 1, 2013

Rebecca Cotter
Town of Brighton
220 Idlewood Rd.
Rochester, NY 14618

RE: Senior Citizens Transportation Services Proposal for 2014

Mrs. Cotter,

Please accept our Proposal as your preferred ground transportation provider. You will notice diesel fuel is still above \$4.00 per gallon but we did not apply any increase to your rate during the year. I hope this helps you maintain your 2014 budget.

Weekly Schedule (Tuesday, Thursday & 3rd Friday of the month)

Tuesday:	<u>27-37 pass bus</u>
8:00 AM – 9:30 AM / 1:00 PM – 2:30 PM	\$269.94
Thursday:	
8:00 AM – 9:30 AM / 1:00 PM – 2:30 PM	\$269.94
3rd Friday:	
10:00 AM – 11:30 AM / 2:00 PM – 3:30 PM	\$269.94
Non-Routine per 1 hr	\$89.98

Prices based on \$4.00/gal diesel fuel rate. A sliding price scale of 4% will be used to reflect any \$.50/gal change in fuel prices. The scale floor will be \$2.00/gal and the ceiling will be \$10.00/gal. Price will be adjusted on the 1st of each month.

Regards,

Scott Pizzo

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 December, 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

BE IT RESOLVED that correspondence dated December 2, 2013 from Chief of Police Mark T. Henderson regarding a request to authorize the Supervisor to execute a contract with the Animal Hospital of Pittsford for the provision of boarding and veterinary services at the rates set forth in said services in the documentation attached to said correspondence, be received and filed, and be it further

RESOLVED that the Town Board hereby authorizes the Supervisor to execute a contract with the Animal Hospital of Pittsford for the provision of boarding and veterinary services, subject to the review and approval of said contract by the Attorney to the Town.

Dated: December 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

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

December 2, 2013

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

RE: Boarding and Veterinary Services Agreement

Dear Board Members:

I recommend that the Supervisor be authorized to execute an agreement between the Animal Hospital of Pittsford and the Town of Brighton for the provision of boarding and veterinary services. This contract is for the period beginning January 1, 2014 through December 31, 2014. This year's proposed contract represents a slight increase in some of the fees for services provided by the Pittsford Animal Hospital.

Possible alternatives to Pittsford Animal Hospital have been researched; however no other animal hospital offers a 24 hour emergency service site to compare to the Animal Emergency Services. AES is a division of Pittsford Animal Hospital.

Thank you for your consideration. I would be happy to answer any questions you may have regarding this request.

Respectfully,

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

Mark T. Henderson
Chief of Police

MTH:jpo
Attachment

c: Captain David Catholdi
David Ewell, Animal Control Supervisor

Memorandum

To: Captain Robert Cline
From: Dave Ewell, Animal Control
Date: November 21, 2013
Re: Pittsford Animal Hospital Contract Renewal

The boarding contract that the Town of Brighton has with the Pittsford Animal Hospital is due to be renewed on January 1, 2013.

The proposed contract includes increases in some fees from 2013. The changes are as follows:

Dogs - 2013 first day \$13.25 to 2014 first day \$13.50.

Euthanasia – 2013 standard fee of \$19.00 to 2014 standard fee of \$20.00

Cremations - 2013 standard fee of \$1.00 per pound to 2014 standard fee of \$1.15 per pound.

All other fees in the proposed contract are the same as the 2014 contract. I have included a copy of the existing contract if you want to review it.

The remainder of the contract is identical to the existing contract.

As you know, we have researched possible alternatives to Pittsford Animal Hospital in past years, however, no other animal hospital offers a 24 emergency services site to compare to Veterinary Specialists of Rochester. VSR is a division of Pittsford Animal Hospital.

Please contact me if you have any questions regarding the contract.

DE/MEMO

CONFIDENTIAL



ANIMAL HOSPITAL OF PITTSFORD
2816 MONROE AVENUE
ROCHESTER, NY 14618
—
TELEPHONE (585) 271-7700
FAX (585) 244-7287
WWW.PITTSFORDVET.COM

HOSPITAL DIRECTORS:
PAUL R. BLACK, DVM
TODD W. WIHLEN, DVM

November 15, 2013

Town of Brighton
Attn: David Ewell
2300 Elmwood Ave.
Rochester, NY 14618

Dear Mr. Ewell:

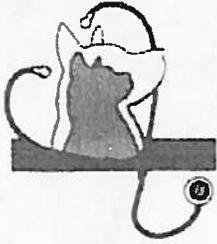
Enclosed please find 2 copies of our proposal to provide shelter to animals under contract with the Animal Control of the Town of Brighton for 2014.

Please sign and return one copy to us at your earliest convenience and keep the other for your files. This contract is initiated January 1, 2014 and is valid through December 31, 2014.

If you have any questions or concerns, feel free to contact me at 271-2733, ext. 30.

Sincerely,

Paul R. Black, DVM
Hospital Director



ANIMAL HOSPITAL OF PITTSFORD
2816 MONROE AVENUE
ROCHESTER, NY 14618
—
TELEPHONE (585) 271-7700
FAX (585) 244-7287
WWW.PITTSFORDVET.COM

HOSPITAL DIRECTORS:
PAUL R. BLACK, DVM
TODD W. WIHLEN, DVM

November 15, 2013

The following proposal is submitted to **Town of Brighton** Animal Control by Pittsford Animal Hospital (AHOP)/Animal Emergency Service (AES), (hereafter referred to as "provider") for providing leased space for shelter and professional veterinary services under contract with the Town of Brighton.

1. The contract will be for one year, ending **December 31, 2014**.
2. Provider will provide shelter for stray dogs, cats, and/or injured animals picked up by Brighton Animal Control or good Samaritans within the Town of Brighton. Provider will contact Brighton Animal Control when a Good Samaritan or police officer brings an animal to the hospital. The number of animals sheltered at one time will not exceed six without specific approval of the Hospital Director.
3. Animals placed in the shelter will be provided food, water, and exercise on a scheduled basis. Medical treatment will be administered under the supervision of the hospital veterinarians as approved by the Animal Control Officers.
4. Immediate emergency care, on a minimal life support basis, will be provided for any animal in critical condition or experiencing undue suffering at the veterinarian's discretion. In these cases, the Animal Control Officer will be notified as soon as possible.
5. The Brighton Animal Control Officers will communicate directly with the doctor assigned to the injured animal, or Dr. Black or Wihlen at AHOP in regard to the medical care disposition of the animal.
6. Animals with chronic medical problems will not be treated for their problems at Town of Brighton expense.
7. Emergency care for animals picked up after the hospitals are closed will be handled by the Animal Emergency Service at 825 White Spruce Blvd. Well animals picked up by the town may be brought to Pittsford Animal Hospital for impounding on Sundays and holidays when a kennel worker is present to admit the Animal Control Officer to the hospital.
8. All initial communication with the public will be handled through the Brighton Animal Control. This will include initial lost dog inquiries, initial injured animal inquiries, and updated vaccinations information. The hospital will release animals to owners/harborers only when the proper release forms have been obtained, fees have been satisfied, and/or on direct instructions from the Animal Control Officers.
9. Fees to be collected by the Brighton Town Clerks Office or Brighton Animal Control Officers prior to the release of any animals include charges for seizure, boarding, and license fees.
10. All fees owed to the Provider for services rendered, except boarding, will be paid directly to the Hospital by the animal owner/harborer.

11. Provider will bill the Town of Brighton on a monthly basis for boarding, euthanasia, and cremation fees accrued during the month.

12. All adoptable animals that are not claimed upon completion of the required impound period are to be taken to the Monroe County Humane Society by Brighton Animal Control, dependent upon the Humane Society's willingness to accept the animals.

13. A schedule of fees is attached.

SCHEDULE OF FEES FOR PROFESSIONAL SERVICES

Leased space and proposed fees for the boarding of stray/injured animals and professional veterinary services for the Town of Brighton Are as follows:

1. Sheltering of animals to include caging, food, and limited exercise (calculated on a 24 hr basis).

Dogs--**\$13.50** for the first day; **\$10.50** for each additional day

Cats--**\$8.50** for the first day; **\$6.25** for each additional day

2. Emergency care at the Animal Emergency Services with Animal Control Officer having direct access to the facility and a veterinarian available in residence 24 hours a day including all weekends and holidays, physical examinations, and recommendations for further diagnosis and treatment.

Emergency exam--**\$45.00**

3. Minimal life support will have to be determined on a per case basis dependent on the extent of injuries in need of immediate medical attention. In all cases, Brighton Animal Control will be notified immediately of the anticipated expenses.

If paid by owner/harbinger--standard hospital charges.

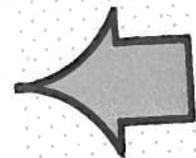
If paid by Town of Brighton--20% professional services discount of standard hospital fees.

4. A standard fee of **\$20.00** will be charged for all animal euthanizations, regardless of size, requested by Brighton Animal Control.

5. A standard fee of **\$ 1.15** per pound with a minimum fee of **\$22.00** per animal will be charged for all animal cremations, up to 100 pounds, requested by Brighton Animal Control.



Paul Black, D. V. M.
Director, Pittsford Animal Hospital



**SIGN
HERE**

Supervisor, Town of Brighton

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 December, 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

BE IT RESOLVED that correspondence dated December 2, 2013 from Commissioner of Public Works Timothy E. Keef, P.E. regarding a request to authorize the transfer of \$13,500.00 from the Road Materials account (D.HWY.5110 4.16) to fund the repair and purchase for unanticipated and/or unexpected items, be received and filed, and be it further

RESOLVED that the Town Board hereby authorizes transfers from the Road Materials account (D.HWY.5110 4.16) as follows:

\$4,450.00 to Vehicle Parts (D.HWY. 5130 4.08); and

\$9,050.00 to Vehicle Repairs (D.HWY.5130 4.65).

Dated: December 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

December 2, 2013

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

re: Proposed Transfer of Highway Funds
for Truck Repairs

Dear Chairman Werner and Committee Members:

Specific needs have been identified in the Highway Department that would benefit from a transfer of funds to effect repairs and purchases for unanticipated and/or unbudgeted items. Two of the Highway Department's light duty dump trucks warrant attention, specifically cab and dump body repair work. Specific information regarding these vehicles is attached for your reference and review. Therefore, I would recommend, and ask your consideration, for the transfer of \$13,500.00 from the Road Materials account (D.HWY.5110 4.16) as follows:

- 1) \$4,450.00 to Vehicle Parts (D.HWY.5130 4.08); and
- 2) \$9,050.00 to Vehicle Repairs (D.HWY.5130 4.65)

As always, thank you for your consideration. I will be in attendance at your regularly scheduled December 3, 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

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

VEHICLE INFORMATION AND DATA

Truck: #64
Make: Ford F-350 light duty dump
Year: 2003
Mileage: 77,000 miles
Replacement cost: \$40,000
CIP status: Proposed for the 2014-2016 CIP, but ultimately not included
Work: Replacing sheet metal on cab, repairing door hinges on cab doors, replacing the rotted and corroded portions of dump body, repaint dump body
Benefit: Extends serviceability of vehicle to coincide with CIP and may extend service life for replacement

Truck: #65
Make: Ford F-350 light duty dump
Year: 2003
Mileage: 85,000 miles
Replacement cost: \$39,000
CIP status: Proposed for the 2013-2015 CIP, but ultimately pushed to 2016
Work: Replacing sheet metal on cab, repairing door hinges on cab doors, replacing the rotted and corroded portions of dump body, repaint dump body
Benefit: Extends serviceability of vehicle to coincide with CIP and may extend service life for replacement

EXHIBIT NO. 12

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, 2300 Elmwood Avenue, in said Town of Brighton on the 11th day of December, 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

BE IT RESOLVED that correspondence dated October 29, 2013 from Chief Fire Marshall Christopher Roth regarding a request to authorize the Supervisor to execute a contract with Emergency Enclosures, Inc. for emergency call out services for calendar 2014 with an option to renew said agreement for two consecutive one year periods, be received and filed, and be it further

RESOLVED that the Town Board hereby authorizes the Supervisor to execute a contract with Emergency Enclosures, Inc. for emergency call out services for calendar 2014 with an option to renew said agreement for two consecutive one year periods.

Dated: December 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	_____



**OFFICE OF THE FIRE MARSHAL
TOWN OF BRIGHTON**

2300 ELMWOOD AVENUE - ROCHESTER, NEW YORK 14618
(585) 784-5220 OFFICE (585) 784-5207 FAX

Christopher A. Roth

christopher.roth@townofbrighton.org

Tuesday, October 29, 2013

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

Re: Award of Bid - Request for Proposal for Emergency Call-Out Services

Dear Councilperson Werner and Committee Members:

The cost of the above referenced services was anticipated to be less than \$35,000 and potentially greater than \$1,000. Therefore, competitive quotations were sought from three vendors. The above referenced RFP was mailed or emailed to five firms that provide Emergency Call-Out Services and the RFP was advertised on the Town of Brighton Website. Responses to the requests for proposal were opened on November 22, 2013 at 10:00 AM. Three bids were received and the results of each bid, Exhibit A Rate Sheet, are attached for your reference.

Town Staff reviewed the bids for completeness and accuracy and contacted the references of each bidder. The investigation of the references and our review of the response to the RFP revealed that ServiceMaster and Empire Enclosures, Inc. do not provide proof of experience to perform the Call-Out Services as described in the RFP. Therefore, we are requesting that FASC recommend that the Town Board award the bid to perform Emergency Call-Out Services to Emergency Enclosures, Inc.

If mutually agreeable to both parties we also request that FASC authorize the Supervisor have the ability to extend this contract for a period of one year at the end of each calendar year for a maximum of two years. The final contract termination date may be January 1, 2017.

The cost of these services will be reimbursed by the property owner.

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

Respectfully,

A handwritten signature in black ink that reads "Christopher A. Roth".

Christopher Roth
Chief Fire Marshal
Attachments

cc: S. Zaso
T. Keef
M. Hussar

"Fire Prevention through Education and Enforcement"

Company Name	Service Master by ASAP	Empire Enclosures, INC.	Emergency Enclosure, INC.
Address	900 Jefferson Rd., Bldg 16-2	3349 Monroe Ave. Suite 218	1464 Lake Avenue
City, State, Zip	Henrietta, NY 14623	Rochester, NY 14618	Rochester, NY 14615
Phone Number	585-475-1210	585-703-0015	585-262-4600
Contact Person	Douglas Morrision	Matthew Koerner	Robert Faulkner

	Bid Item Description	Exhibit A Rate Sheet	Exhibit A Rate Sheet	Exhibit A Rate Sheet
1	Minimum service call charge	\$81.70	\$115.00	\$95.00
2	Regular Hourly Rae	\$32.80	\$43.00	\$39.75
3	Overtime/after hour's hourly rate	\$42.30	\$64.50	\$48.75
4	Truck/equipment flate rate per incident	\$62.70	\$95.00	\$79.85
5	Wood structure panel	\$19.20	\$36.00	\$44.00
6	Painting per code, per sheet	\$10.90	\$13.00	\$13.10
7	Winterlization	\$182.60	\$220.00	\$194.25
8	Fencing, per foot	\$1.98	\$2.00	\$1.50
9	Fencing stakes, each	\$9.75	\$11.00	\$10.75
10	2x4, per linear foot	\$0.86	\$0.85	\$1.00
11	2x6, per linear foot	\$0.88	\$1.05	\$1.15
12	Padlock, each	\$23.95	\$30.00	\$27.18
13	Hasp set, each	\$14.12	\$20.00	\$19.33
14	Lock rekey	\$44.50	\$25.00	\$19.95
15	Entry set or deadbolt set	\$52.50	\$30.00	\$29.90
16	Tarpaulin, per quare foot	\$0.44	\$1.00	\$0.61
17	Woodlath, per bundle	\$16.72	\$20.00	\$22.88
18	Roof tar, per tube	\$680.00	\$8.00	\$7.64
19	Jack post	\$38.20	\$75.00	\$55.75
20	Keep out/Danger/ No Trespassing signs, each	\$2.80	\$5.00	\$4.37
21	Pump, per day	\$115.00	\$140.00	\$107.45
	Answering Service Provided	not submitted	not submitted	not submitted
	Bidders Qualifications Requirements:			
	Located in Monroe County	✓	✓	✓
	3 years of experience	✓		✓
	Proof of experience			✓
	Proof of ownership of (2) vehicles	✓		✓
	Employees Bonded (\$100,000)			✓
	(2) employees per incident			✓
	Supply Emergency power source			
	References (2 municipalities)			
	Greece	✓		✓
	Chil			✓
	Ogden			✓
	Irondequoit			✓

EXHIBIT NO. 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 11th day of December, 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

BE IT RESOLVED that correspondence dated December 2, 2013 from Town Engineer Michael E. Guyon regarding a request to authorize the Supervisor to execute a contract with Lu Engineers, Inc. to provide professional design services for Phase III of the MCC Sanitary Sewer Project for a cost not to exceed \$19,000.00 plus necessary change orders that do not increase the total cost by more than 10% of the base contract price, be received and filed, and be it further

RESOLVED that the Town Board hereby authorizes the Supervisor to execute a contract with Lu Engineers, Inc. to provide professional design services for Phase III of the MCC Sanitary Sewer Project for a cost not to exceed \$19,000.00 plus necessary change orders that do not increase the total cost by more than 10% of the base contract price subject to the review and approval of said contract by the Attorney to the Town.

Dated: December 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

December 2, 2013

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

Re: Monroe Community College Sanitary Sewer Project.
Award Contract for Professional Design Services Phase III

Dear Councilperson Werner and Committee Members:

This department solicited proposals from qualified consultants for the above project. Fifteen, 15, responses were received as shown in Table 1 below. The proposals were evaluated for scope, completeness, understanding of the RFP, as well as other pertinent aspects of the solicitation as issued to these consultants. Staff reviewed these proposals and determined that Lu Engineers is the lowest priced qualified bidder with a not to exceed total price of \$19,000.00. This price includes soil borings along with a geotechnical evaluation to determine the soil conditions along the sewer route and at the roadway crossings. Staff believes that soil borings and geotechnical evaluation are necessary to complete this work and that this cost must be included in the proposal.

Table – 1 Bidder List

Consultant	Fee
Erdman Anthony	\$ 32,800.00
Bergmann Associates	\$ 29,950.00
Stantec	\$ 36,400.00
Lu Engineers	\$ 19,000.00
TY Lin International	\$ 28,900.00
Fisher Associates	\$ 22,500.00
Chatfield Engineers, P.C.	\$ 21,500.00
Didonato Engineering & Design Professionals	\$ 56,500.00
Larsen Engineers	\$ 77,500.00
Labella Associates, D.P.C.	\$ 27,490.00
MRB Group	\$ 39,900.00
Passero Associates	\$ 22,100.00 with geotech services
Parrone Engineering	\$ 31,665.00
Barton & Loguidice, P.C.	\$ 41,300.00
Marathon Engineering	\$ 26,595.00

2300 Elmwood Avenue • Rochester, New York 14618 • 585-784 5250 • Fax: 585-784 5373
<http://www.townofbrighton.org>

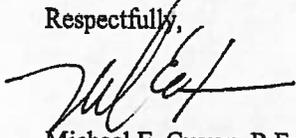


December 2, 2013

I am requesting that the FASC authorize the Supervisor to sign a contract with Lu Engineers for these services, not to exceed \$19,000, with the Supervisor being able to approve any necessary change orders not exceeding 10% of this amount in aggregate. Funds are available in account SS.Sewer.8120 2.80.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled December 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
S. Zimmer
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 December, 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

BE IT RESOLVED that a memorandum dated December 3, 2013 from Director of Finance Suzanne Zaso regarding a request to have the Town Board designate the Excellus Blue Cross/Blue Shield Core Plan (with a \$300 Lifestyle benefit) as the replacement plan for the discontinued Excellus Blue Cross/Blue Shield Prolonged Illness Plan previously offered by the Town to retired employees under the age of 65 participating in the Town's health plan, be received and filed, and be it further

RESOLVED that the Town Board hereby designates the Excellus Blue Cross/Blue Shield Core Plan (with a \$300 Lifestyle benefit) as the replacement plan for the discontinued Excellus Blue Cross/Blue Shield Prolonged Illness Plan previously offered by the Town to retired employees under the age of 65 participating in the Town's health plan.

Dated: December 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
Suzanne Zaso, Director of Finance
2300 ELMWOOD AVENUE
ROCHESTER, NEW YORK 14618
(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 *SZ*
Date: December 3, 2013
Subject: Prolonged Illness Protection Medical Plan Replacement

In 2013 Excellus Blue Cross Blue Shield discontinued one of the under-65 medical plans that had been offered through the Town, Prolonged Illness Protection (PIP). This plan was a cost basis for determining the Town's contribution to medical premiums in retirement for several retired Town employees. To choose a replacement plan for determining cost contributions going forward for those retirees affected, we consulted with Excellus and the Town's insurance broker, Brown & Brown. It was noted by both Excellus and Brown & Brown that of the plans currently offered through the Town, the benefits of the Core plan was the most comparable to the benefits of the PIP plan; in fact the benefits in the Core plan are far superior to those that were covered under the PIP plan.

Based the a review of the PIP and Core plan benefits along with the outside recommendation noted above, I am recommending that the Town Board adopt a resolution naming the current Core plan (with \$300 Lifestyle benefit) as the replacement plan to the now eliminated Prolong Illness Protection Plan (PIP).

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.

CC: Gary Brandt, Personnel Director

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 December, 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

BE IT RESOLVED that a memorandum dated December 3, 2013 from Director of Personnel and Human Resources Gary Brandt regarding a request to authorize the Supervisor to execute an agreement with Public Employer Risk Management Association provide workers compensation insurance coverage and claims management services for calendar year 2014, be received and filed, and be it further

RESOLVED that the Town Board hereby authorizes the Supervisor to execute an agreement with Public Employer Risk Management Association provide workers compensation insurance coverage and claims management services for calendar year 2014 at a cost not to exceed \$258,194.00.

Dated: December 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

TO: Christopher Werner, Chair, Finance & Administrative Services Committee
FROM: Gary Brandt, Director of Personnel & HR 
DATE: December 3, 2013
RE: Authorization to Renew Agreement with PERMA for 2014

I am requesting that the Town Board approve the renewal of the agreement with PERMA (Public Employer Risk Management Association, Inc.) for 2014 for the continuation of NYS Workers' Compensation coverage and claims management for the Town.

Paris Kirwan solicited bids from available sources, receiving two proposals in addition to a renewal proposal from PERMA. The prices submitted for 2014 are:

PERMA	\$258,194 *
Comp Alliance	\$249,282 **
NYS Insurance Fund	\$377,812

* Please note that the PERMA price for 2014 includes the administration of current tail claims prior to 2011.

** The Comp Alliance price does NOT include the administration of current tail claims prior to 2011, and the discussion regarding this cost indicated an estimate of approximately \$7500, thus increasing the cost to approximately \$256,782. Furthermore, Town Risk Management consultant Jim Hood has reported this week that "claims handling has been a problem with other municipal clients with the Comp Alliance."

The Town has had a good experience using PERMA for the past three years. I therefore recommend that the Town Board authorize the renewal of the agreement with PERMA for 2014 in the amount of \$258,194. Attached is a report from Risk Management consultant Jim Hood which reviews the finances of PERMA for 2013.

c: Suzanne Zaso, Director of Finance



PERMA's FY13 Financial Highlights

- 1) PERMA had a \$15.5 million improvement in its net position for fiscal year 2013, principally due to a state law change that enables PERMA to eliminate its liability to pay for future Workers' Compensation Board indemnity based assessments. With the signing of the Business Relief Act into law as part of the New York State Budget, PERMA's net position was favorably impacted by \$18.1 million. The new law significantly alters and simplifies the assessment calculation and billing process as of January 1, 2014.
- 2) For the third consecutive year, PERMA exceeded its Surplus Recovery Plan (SRP) projections. PERMA developed its SRP during fiscal year 2011 to manage the systemic increases introduced in the 2007 Workers' Compensation Reform. PERMA exceeded its projections in the first year of the SRP by \$9.7 million due to favorable loss development and excellent investment returns. In year two of the SRP ending on May 31, 2012, PERMA exceeded its forecast by \$1 million despite investment income falling short of projections by \$1.6 million and workers' compensation board assessments being \$1.5 million greater than expected. In year three of the SRP ending on May 31, 2013, PERMA exceeded its projections by \$21.1 million, primarily due to an \$18.1 million benefit from the change in estimate of workers' compensation board assessments, and earned contributions and investment income exceeding expectations.
- 3) Net earned contributions were \$44 million, an increase of \$5.3 million or 13.6%. The increase in contributions resulted from \$4 million in new business written during the fiscal year and a 93% renewal retention for existing members.
- 4) Net investment income was \$5.2 million, an increase of \$2.1 million from fiscal year 2012. PERMA's investment portfolio returned 5.3% on an average long-term investment balance of \$89.1 million in fiscal year 2013.
- 5) As of May 31, 2013, PERMA has set aside \$147.3 million to pay for future claims and \$1.1 million to pay the Workers' Compensation Board for future assessments.
- 6) PERMA remains committed to publicly release annual audited financial statements that are prepared in accordance with GAAP and GASB, and audited by Grant Thornton LLC, a leading public accounting firm that specializes in insurance accounting. PERMA has received the Certificate for Excellence in Financial Reporting Award from the Government Finance Officers Association (GFOA) for the last fourteen consecutive years.
- 7) As PERMA enters year four of its SRP in FY14, the pool is well positioned to earn a fiscal surplus going forward. Many difficult decisions were made balancing PERMA's needs with members' financial constraints. We have gone through the process of strengthening claims case reserves, improved our internal underwriting and loss control practices, and formed new business partnerships with the New York State Association of Counties and New York State School Boards Association. While PERMA still faces many challenges ahead, the financial outlook is promising.

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 December, 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

BE IT RESOLVED that a memorandum dated December 3, 2013 from Finance Director Suzanne Zaso regarding a request to authorize certain budget amendments and transfers as set forth in the attachment to said memorandum to reflect actual operations in the Town and Special Districts for 2013, be received and filed, and be it further

RESOLVED that the Town Board hereby authorizes the budget amendments and transfers as set forth in the attachment to the above referenced memorandum to reflect actual operations in the Town and Special Districts for 2013.

Dated: December 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
Suzanne Zaso, Director of Finance
2300 ELMWOOD AVENUE
ROCHESTER, NEW YORK 14618
(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 *yz*
Date: December 3, 2013
Subject: Budget Transfers and Amendments to 2013 Town, Special District,
and Capital Budgets

As part of our monthly review of budgeted to actual expenditures, I am requesting Town Board authorization to record the attached 2013 budget amendments and transfers to reflect actual operations in the Town and Special District Operating Budgets and in the Capital Budget. These amendments are necessary to allocate funds from where originally budgeted to the actual classifications where funds were expended.

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.

Attachment

Copy to: Department Heads

Transfers			FROM	TO
			(DEBIT)	(CREDIT)
General Fund (A)				
Public Works				
Public Works Dept.	A.DPW.1490 1.10	Full-time Wages	\$5,500	
Public Works Dept.	A.DPW.1490 8.10	NYSRS Contributions		\$5,500
Facility Operations	A.DPW.1620 7.20	Interest on Notes	\$915	
Facility Operations	A.DPW.1620 6.10	Principal on Bonds		\$915
Building & Planning	A.DPW.8020 6.10	Principal on Bonds	\$175	
Building & Planning	A.DPW.8020 4.22	Telephone Charges		\$175
Undistributed Expenditures	A.UNDST.9000 8.45	Retiree Medical Premiums	\$9,000	
Building & Planning	A.DPW.8020 8.40	Medical Premiums		\$9,000
Public Works(Parks) and Recreation				
Recreation Administration	A.REC.7020 1.10	Full-time Wages	\$46,000	
Parks Administration	A.DPW.7021 1.10	Full-time Wages		\$46,000
Recreation Administration	A.REC.7020 8.10	NYSRS Contributions	\$39,000	
Parks Administration	A.DPW.7021 8.10	NYSRS Contributions		\$39,000
Recreation Administration	A.REC.7020 4.65	Vehicle Maintenance/Repair	\$1,000	
Parks Administration	A.DPW.7021 4.65	Vehicle Maintenance/Repair		\$1,000
Recreation Administration	A.REC.7020 1.20	Part-Time Wages	\$2,000	
Buckland Park	A.DPW.7115 1.20	Part-Time Wages		\$2,000
Recreation Administration	A.REC.7020 8.20	FICA	\$375	
Buckland Park	A.DPW.7115 8.20	FICA		\$375
Town Park	A.DPW.7120 1.20	Part-Time Wages	\$250	
Meridian Centre Park	A.DPW.7125 1.20	Part-Time Wages		\$250
Meridian Centre Park	A.DPW.7125 4.43	Landscaping Services	\$150	
Meridian Centre Park	A.DPW.7125 8.20	FICA		\$150
Town Clerk				
Undistributed Expenditures	A.UNDST.9000 8.45	Retiree Medical Premiums	\$5,500	
Town Clerk	A.CLERK.1410 8.40	Medical Premiums		\$5,500
Recreation				
Farmers' Market	A.REC.8981 4.18	Program Supplies	\$85	
Farmers' Market	A.REC.8981 1.20	Part-Time Wages		\$75
Farmers' Market	A.REC.8981 8.20	FICA		\$10
Supervisor				
Supervisor	A.SUPVR.1220 4.49	Other Contracted Services	\$510	
Supervisor	A.SUPVR.1220 2.12	Office Furniture		\$510
Highway Fund (D)				
Road Repair	D.HWY.5110 4.16	Road Materials	\$3,000	
Highway Administration	D.HWY.5140 4.53	Attorney Fees		\$3,000
Library Fund (L)				
Library	L.LIBRY.7410 8.10	NYSRS Contributions	\$245	
Library	L.LIBRY.7410 6.10	Principal on Bonds		\$245
W. Brighton Fire Prot. Dist. (SF)				
WBFPD	SF.FIRED.3415 4.32	General Liability Insurance	\$46,400	
WBFPD	SF.FIRED.3415 8.10	NYSRS Contributions		\$46,400
Capital Projects (H)				
Town Hall Roof	H.BLDGS.ROOF 4.53	Attorney Fees	\$425	
Town Hall Roof	H.BLDGS.ROOF 2.63	Building Improvements		\$425
Library HVAC Unit	H.LIBRY.HVAC 2.63	Building Improvements	\$3,000	
Library HVAC Unit	H.LIBRY.HVAC 4.52	Engineer Fees		\$3,000

Budget Transfers & Appropriations 12-03-2013

			FROM	TO
Appropriations			(DEBIT)	(CREDIT)
Recreation (for July 4th Celebration)				
Celebrations	A.REC.7550 4.18	Program Supplies		370
Celebrations	A.REC.7550 4.45	Rentals		1036
Celebrations	A.REC.7550 4.49	Other Contracted Services		7277
Celebrations	A.REC.7550 4.86	Advertising		650
Celebrations	A.REC.7550 4.89	Misc. Expense		32
Celebrations	A.REC.7550 5035	Transfer from Trust Fund	9365	

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 December, 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

BE IT RESOLVED that a memorandum dated December 3, 2013 from Town Clerk Daniel Aman regarding a request to authorize the Supervisor to enter into agreements with MailFinance, Inc. and NeoPost USA, Inc. through their authorized dealer Lineage for a three year lease of Neopost IN-600 digital mailing equipment and related services, be received and filed, and be it further

RESOLVED that the Town Board hereby authorizes the Supervisor to enter into agreements with MailFinance, Inc. and NeoPost USA, Inc. through their authorized dealer Lineage for a three year lease of Neopost IN-600 digital mailing equipment and related services subject to the review and approval of said leases by the Attorney to the Town.

Dated: December 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

Daniel Aman
Town Clerk/Receiver of Taxes

David Marcus
Deputy Clerk / Deputy Receiver

MEMORANDUM

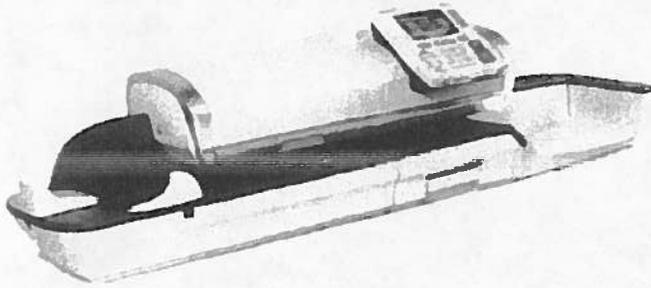
To: Honorable Town Board
Attn: Finance and Administrative Services Committee
From: Daniel Aman, Town Clerk and Receiver of Taxes
Date: December 3, 2013
Subject: Postage Meter

I am recommending that Your Honorable Body authorize the Supervisor to execute a 3-year agreement for the lease of a Neopost IN-600 Digital Mailing System with MailFinance, the leasing division of Neopost, through their authorized local dealer -- Lineage. The lease has a monthly payment of \$176.86. This is a savings of \$104 per month over our current Pitney Bowes meter.

The USPS has designated five vendors as authorized providers. I contacted 4 of the 5 (2 are made by the same manufacturer) for pricing and lease information. Two of the vendors did not respond to my inquiry. The remaining two – Pitney Bowes and Neopost – did reply and provided a number of options after looking at our current needs. There were four different machines presented (information on all is attached) that were comparable. The main difference between was the touchscreen user interface. While the touchscreen was easy to use, I do not feel that it warrants the extra \$900 over the life of the lease.

The Neopost IN-600 was chosen over the Pitney Bowes DM400C based on a 3yr lease versus 4yr, lower monthly cost and a lower cost of consumables (ink & sealing solution).

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.



Town of Brighton - Revised Pricing 11/25/13

IN-600 DIGITAL MAILING SYSTEM

- State-of-the-art iMeter™ postage meter connects you to a host of powerful business Apps
- Ergonomic design and whisper-quiet operation that complement any office environment
- Smart and intuitive control panel with shortcut keys that save time and eliminate keystrokes
- Automatic mail feeder with secure sealing for fast, hands-free batch processing
- Exclusive Postal Rate Wizard offers guided selection across 140 USPS® rates and services
- Built-in postage label dispenser with push-button printing of one or multiple tapes

SYSTEM CONFIGURATION

- Neopost IN-600 Auto Feed Mail Machine w/INWP10# scale & scale stand

INVESTMENT DETAILS

All-Inclusive Lease* Your Price	36 Month Term \$176.86/month	51 Month Term \$151.24/month	63 Month Term \$135.15/month
------------------------------------	---------------------------------	---------------------------------	---------------------------------

*Includes equipment maintenance, neoFunds "download postage now, pay later" App, Postal Rates App, shipping, installation, training, and our customer satisfaction guarantee.

Mike Sullivan
Sales Representative
585.424.2330
msullivan@trustlineage.com



Valid Until: 12/31/13
Lineage

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 December, 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

BE IT RESOLVED that correspondence dated November 27, 2013 from Finance Director Suzanne Zaso regarding a request to authorize the adoption of new wage rates for Seasonal Employees effective December 31, 2013, be received and filed, and be it further

RESOLVED that the Town Board hereby adopts the new wage rates for Seasonal Employees effective December 31, 2013 to reflect changes in the NY State minimum wage as set forth on the attachment to the above referenced correspondence.

Dated: December 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

November 27, 2013

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

Re: New Seasonal Employee Wage Rates Effective 12-31-13

Dear Honorable Members:

As discussed during the 2014 budget preparation, NYS will be increasing the minimum wage from \$7.25 per hour to \$8.00 per hour effective December 31, 2013. To meet this new minimum requirement, a revised schedule for seasonal employees was developed. Attached is a schedule showing the existing hourly rates for seasonal employees as presented in the Town's Part-Time Permanent and Seasonal Employee Wage Schedule along with the proposed new hourly rates for these positions beginning December 31, 2013.

My formal request to the Town Board is to adopt the attached wage rates to be effective December 31, 2013 for seasonal Town employees.

I will be happy to respond to any questions you may have regarding this matter.

Sincerely,

A handwritten signature in cursive script that reads "Suzanne E. Zaso".

Suzanne E. Zaso
Director of Finance

Attachment: Seasonal Employee Hourly Wages

Cc: Gary Brandt, Personnel Director

TOWN OF BRIGHTON
SEASONAL EMPLOYEE HOURLY WAGES

	Current Rates		Effective 12/31/13	
	Step A	Step B	Step A	Step B
<u>Group I:</u>	N/A	N/A	N/A	N/A
<u>Group II:</u>	N/A	N/A	N/A	N/A
<u>Group III:</u> Recreation Assistant II Clerk IV Office Clerk IV Student Intern	N/A	\$ 7.25	N/A	\$ 8.00
<u>Group IV:</u> Recreation Assistant I Seasonal Laborer	\$ 7.25	\$ 7.65	\$ 8.00	\$ 8.40
<u>Group V:</u> Recreation Leader III Clerk III Office Clerk III Account Clerk/Typist	\$ 7.75	\$ 8.15	\$ 8.50	\$ 8.90
<u>Group VI:</u> Lifeguard II Recreation Leader II	\$ 8.25	\$ 8.65	\$ 9.00	\$ 9.40
<u>Group VII:</u> Recreation Leader I Recreation Supervisor Supervising Lifeguard Clerk II Drafting Technician (Seasonal)	\$ 8.75	\$ 9.15	\$ 9.50	\$ 9.90
<u>Group VIII:</u> Lifeguard I (WSI)	\$ 9.25	\$ 9.65	\$ 10.00	\$ 10.40
<u>Group IX:</u> Student Intern (Engineering)	\$ 10.00	\$ 10.40	\$ 10.50	\$ 10.90

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 December, 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

BE IT RESOLVED that correspondence dated December 4, 2013 from Town Planner Ramsey A. Boehner regarding proposed amendments to Chapter 201 and 203 of the Town Code, relating to Comfort Care Homes and the attached proposed amendments, be received and filed, and be it further

RESOLVED that the Town Board hereby refers the amendments to the Planning Board for review and comment.

Dated: December 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

December 4, 2013

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

Re: Proposed Code Amendments to the Code of the Town of Brighton Chapters 201 and 203

Honorable Supervisor and Members:

I recommend that your Honorable Body receive and file this communication and the attached proposed amendments to the Code of the Town of Brighton Chapters 201 and 203 as described in the attached memoranda to Tim Keef, dated December 2, 2013.

I further recommend that you ask the Planning Board to prepare an advisory report regarding the proposed amendments.

Respectfully Submitted

Ramsey A. Boerner
Town Planner

cc: T. Keef
attachment



Town of Brighton
Interoffice Memo

To: Tim Keef
From: Staff
CC:
Date: December 2, 2013
Subject: Amendments 2013-1: Draft Amendments

The following amendments to the Town Code are proposed:

- p. 1 **2012-2.1** Chapter 201, General Provisions. Amend 201-5, Definitions, to add definition for Comfort Care Home

- p. 2 **2012-2.2** Chapter 203, District Use Regulations, Amend residential district regulations to allow Comfort Care Homes, with required standards, in all residential zoning districts.

2012-2.1 Chapter 201, General Provisions. Amend 201-5, Definitions, to add definition for Comfort Care Home.

(Deletions are ~~erossed-out~~, additions are **bolded and underlined**)

201-5. Definitions.

COMFORT CARE HOME — A single family detached dwelling which is used for the purpose of providing palliative and supportive care to, at any given time, not more than two individuals in the stages of terminal illness. Said care typically is provided on a twenty-four-hour basis by volunteers under the supervision of the ill persons' family members and physicians and home care agencies and typically includes, but is not limited to, companionship and assistance with routine activities of daily life.

2012-2.2 Chapter 203, District Use Regulations, Amend residential district regulations to allow Comfort Care Homes, with required standards, in all residential zoning districts. (Deletions are ~~crossed-out~~, additions are **bolded and underlined**)

Chapter 203, Article I, Residential Large Lot District (RLL)

§203-1.1. Permitted and conditional uses.

C. Conditional uses shall be permitted as follows, subject to approval by the Planning Board in accordance with Chapter 217, Article II, of these regulations, and subject to the requirements specified below and elsewhere in these regulations, including site plan approval in accordance with Chapter 217, Article III, of these regulations:

(4) Comfort Care Homes, subject to site plan approval and to the following special requirements in addition to all other applicable requirements set forth in these regulations:

(a) Minimum lot area shall be one-and-one-half acres.

(b) Minimum lot width shall be 200 feet.

(c) Pavement shall be set back a minimum of 30 feet from any lot line

(d) Parking shall not be permitted in a front yard. Parking areas shall be screened as required by the Planning Board.

(e) A minimum of 12 parking spaces shall be provided. Additional parking may be required at the discretion of the Planning Board.

(f) All proposed exterior lighting shall require approval by the Planning Board.

Chapter 203, Article II, Residential Low Density District (RLA)

§203-2.1. Permitted and conditional uses.

C. Conditional uses shall be permitted as follows, subject to site plan approval and to approval by the Planning Board in accordance with Chapter 217, Article II, of these regulations, and subject to the requirements specified below and elsewhere in these regulations, including site plan approval in accordance with Chapter 217, Article III, of these regulations:

(6) Comfort Care Homes, subject to the following special requirements in addition to all other applicable requirements set forth in these regulations:

- (a) Minimum lot area shall be one-and-one-half acres.**
- (b) Minimum lot width shall be 200 feet.**
- (c) Pavement shall be set back a minimum of 30 feet from any lot line**
- (d) Parking shall not be permitted in a front yard. Parking areas shall be screened as required by the Planning Board.**
- (e) A minimum of 12 parking spaces shall be provided. Additional parking may be required at the discretion of the Planning Board.**
- (f) All proposed exterior lighting shall require approval by the Planning Board.**

Comfort Care Homes Summary

Introduction and Background

Comfort care homes in the Monroe County and surrounding counties are typically a single family detached dwelling which is used for the purpose of providing palliative and supportive care, at any given time, to not more than two individuals in the stages of terminal illness. The care is typically provided on a twenty-four-hour basis by volunteers under the supervision of the ill persons' family members and physicians and home care agencies.

The Town's Comprehensive Development Regulations do not address comfort care homes. Comfort care homes are also not certified or licensed by the New York State Department of Health (NYSDOH). The proposed amendments will allow comfort care homes within the Town of Brighton's residential districts (see attached draft amendment).

Regulation of Comfort Care Homes within the Towns of Monroe County

It appears that many of Towns within Monroe County do not specifically address comfort care homes within their zoning regulations. The only Town that we were able to identify that specifically addresses comfort care homes was the Town of Greece. In the Town of Greece, a comfort care home may be permitted upon special use application to and with the approval of the Town Board. The Town of Greece regulations do not include specific development standards for comfort care homes. It appears that the other Towns that allow comfort care homes permit them after special use application to and approval of the Town Board, Planning Board or Zoning Board.

Existing Comfort Care Homes within the Towns of Monroe County

There are seven comfort care homes within the Towns of Monroe County (see attached table and Google maps). Four homes share property and/or parking with churches and a funeral home. Fairport, Spencerport and Webster each have one comfort care home constructed on its own lot as single family detached dwelling. These homes provide onsite parking for volunteers and visitors. The homes range in size from 2,196 square feet to 2,940 square feet. The lot areas for the three homes range from 1.59 acres to 2.26 acres. It appears based on observations from Google maps, that the three properties each provide a minimum of 12 onsite parking spaces with plenty of extra pavement to handle over flow parking demands. These homes are also located on either a county or state highway.

Potential Impacts and Mitigation

Comfort care homes provide care on a 24 hour basis. Identified potential impacts from comfort care homes include parking, lighting, traffic and noise. To help mitigate the potential impacts, the draft amendment proposes comfort care homes to be permitted upon conditional use permit application to and approval by the Planning Board. The conditional use permit technique affords an opportunity for the imposition of requirements and conditions designed to protect adjacent or nearby land owners from the full impacts of a comfort care home. Proposed regulations include a minimum lot size of 1.5 acres with a minimum lot width of 200 feet. A minimum 30 foot pavement setback from any lot line is also proposed. Parking will be screened as required by the Planning Board and is not permitted in the front yard. All proposed exterior lighting is required to be reviewed and approved by the Planning Board during the review process.

Comfort Care Home	House SF	Lot Area	Parking
Advent House 1010 Moseley Roaf Fairport NY 14450	2,940 sf	2.26 acres	12 +/- *
Aurora House 2495 South Union Street Spencerport, NY 14559	2,481 sf	1.85 acres	11 +/- *
Webster Comfort Care Home 700 Holt Road Webster, NY 14580	2,196 sf	1.59 acres	11 +/- *
Journey Home 994 Long Pond Road Rochester, NY 14626	2,000 +/- sf	4 acres (shares site with funeral home)	12 +/- *
Benincasa, Inc. 3880 Rush-Mendon Road Mendon, NY 14506	2,634 sf	28,485 sf	5 +/- * (has easement with neighboring church allowing for additional parking)
Shepard Home 1959 Five Mile Line Road Penfield, NY 14526	2,000 +/- sf	4.67 acres (shares site with church and group home)	Shared parking field with church
Sunset House, Inc. 3746 St. Paul Blvd. Rochester, NY 14617	1,900 +/- sf	3.4 acres (shares site with church and school)	Shared parking field with church and school

* parking estimated from ariel photos

To see all the details that are visible on the screen, use the "Print" link next to the map.

Google



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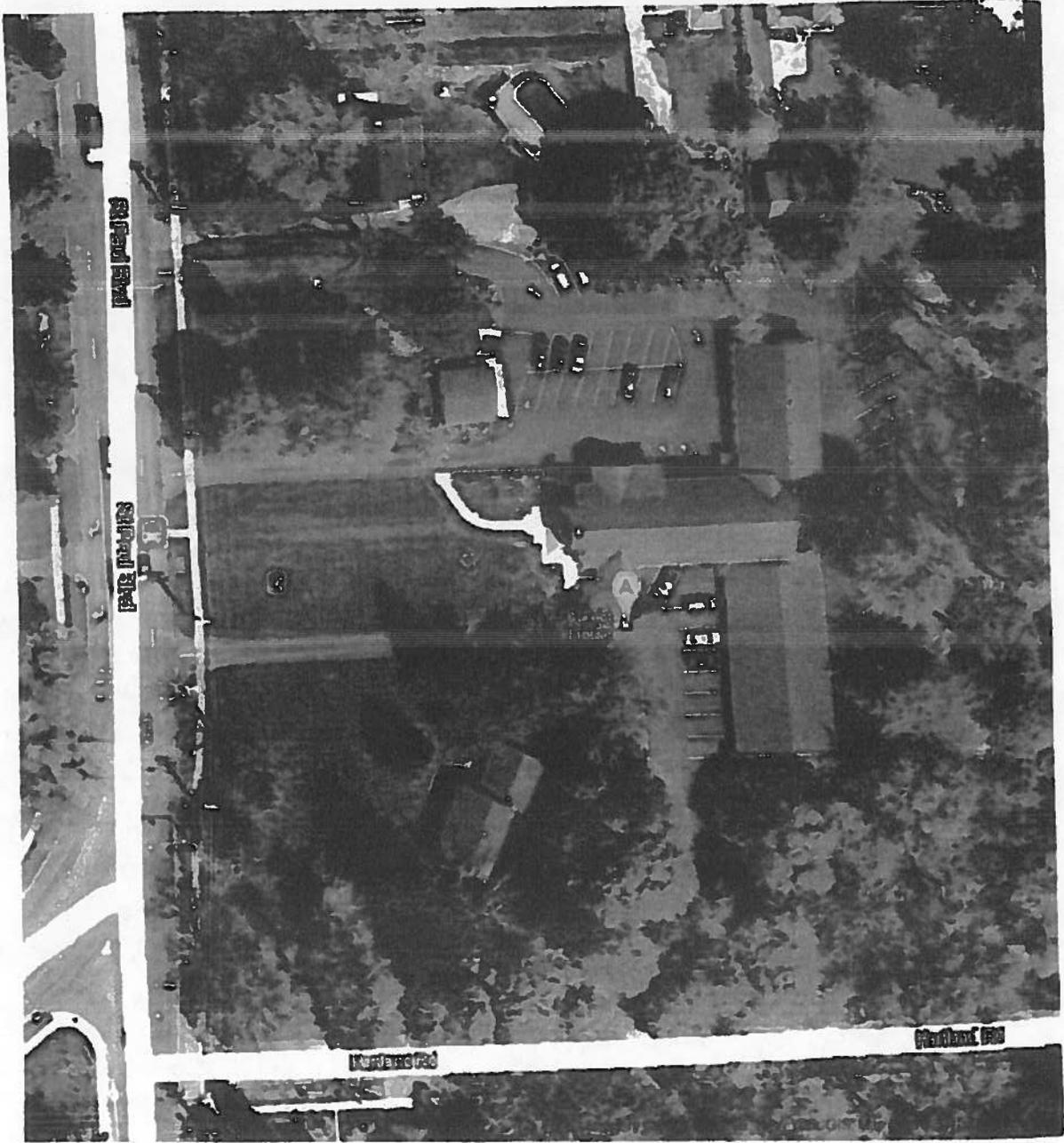
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Google



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Google



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 December, 2013.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

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

Councilpersons

RESOLVED, that correspondence dated December 4, 2013 from Commissioner of Public Works, Timothy E. Keef, P.E., regarding setting a public hearing pursuant to Section 8 of Chapter 175 of the Town Code relative to the removal of significant town trees found by the Commissioner to be appropriate for removal identified as a 30" Sugar Maple at 100 Thackery Road, a 35" Silver Maple at 175 Greenaway Road, a 48" Silver Maple at 47 Walden Place, a 40" Silver Maple at 51 Cobb Terrace and a 41" Silver Maple at 11 Modelane, be received and filed; and be it further

RESOLVED, that the Town Board hereby sets a public hearing at Brighton Town Hall, 2300 Elmwood Avenue in the Town of Brighton, New York for January 22, 2014 at 7:30 pm or as soon thereafter as such hearing can be held pursuant to Section 8 of Chapter 175 of the Town Code relative to the removal of significant town trees which have been identified by the Commissioner to be appropriate for removal consisting of the following trees: 30" Sugar Maple at 100 Thackery Road, a 35" Silver Maple at 175 Greenaway Road, a 48" Silver Maple at 47 Walden Place, a 40" Silver Maple at 51 Cobb Terrace and a 41" Silver Maple at 11 Modelane; and be it further

RESOLVED, that notice of such public hearing shall be sent by first class mail at least 20 days prior to said hearing addressed to the owners of each of the properties adjoining each of the above trees proposed for removal and the owners directly across the Town highway from and the properties contiguous to the adjoining properties that front on the same Town highway

Dated: December 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

December 4, 2013

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

Re: Proposed Tree Removals

Dear Supervisor Moehle and Town Council Members:

It is recommend that your Honorable Body receive and file this advisory communication pursuant to Chapter 175 of the Town Code, Trees, Section 8, Removal. The following trees are proposed to be removed in accordance with the provisions of said chapter due to tree health and/or safety reasons:

- | | | | |
|----|---------------------|------------------|---------|
| 1) | #100 Thackery Road | 30" Sugar Maple | Removal |
| 2) | #175 Greenaway Road | 35" Silver Maple | Removal |
| 3) | #47 Walden Place | 48" Silver Maple | Removal |
| 4) | #51 Cobb Terrace | 40" Silver Maple | Removal |
| 5) | #11 Modelane | 41" Silver Maple | Removal |

The Public Works Committee and the Tree Council have previously reviewed the reports, as prepared by our consulting arborist, associated with the above locations and concur with the proposed action. The above trees are considered significant, therefore a public hearing will be required. The requisite communication to each adjoining owner(s) will be issued prior to the public hearing in accordance with the provisions of the Town Code. This department will coordinate replacement of these trees with the affected property owners.

As always, your consideration of matters such as this is greatly appreciated.

Very truly yours,

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

TEK/wp

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

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 December, 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

BE IT RESOLVED that a memorandum dated December 3, 2013 from Town Clerk Daniel Aman regarding a request to authorize the Supervisor to enter into an agreement with IMS, Inc. for calendar year 2014 for processing the Town's presorted first class mail at the rates set forth therein, be received and filed, and be it further

RESOLVED that the Town Board hereby authorizes the Supervisor to enter into an agreement with IMS, Inc. for calendar year 2014 for processing the Town's presorted first class mail subject to the review and approval of said contract by the Attorney to the Town.

Dated: December 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

Daniel Aman
Town Clerk/Receiver of Taxes

David Marcus
Deputy Clerk / Deputy Receiver

1.

MEMORANDUM

To: Honorable Town Board
Attn: Finance and Administrative Services Committee
From: Daniel Aman, Town Clerk and Receiver of Taxes
Date: December 3, 2013
Subject: Mail Services

I am recommending that Your Honorable Body authorize the Supervisor to execute an agreement with IMS, Inc. for processing the Town's first class presorted mail.

IMS' services include mutually agreed upon daily scheduled mail pickup at 4:00pm (60 minutes later than DXO can offer), processing certified mail (\$.60 cheaper than USPS and will save Town staff from having to go to the post office) and a presort meter rate of \$.405 which is \$.03 cheaper than our current rate with DXO.

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

Cc: MAH

Appendix A

Presort Meter Rate applied by Town of Brighton:	\$.405
Cost of Service:	N/A

Client shall be responsible for Residual Postage cost for non qualified First Class Mail

Flat Mail Postage Savings if client elects to utilize Flay Mail Services:

5digit Sort:	\$.12/each
3digit Sort:	\$.10/each
ADDC	\$.04/each
Mixed AADC:	\$.0/Each

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 December, 2013.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

WHEREAS, labor negotiators for the Town and the Brighton Police Patrolmen's Association have negotiated a collective bargaining agreement in good faith, which has been ratified by the members of the Association, which must now be signed by the Supervisor on behalf of the Town to become effective January 1, 2014 through December 31, 2016; it is therefore

RESOLVED, that the Town Board hereby approves a collective bargaining agreement effective January 1, 2014 through December 31, 2016 by and between the Town and the Brighton Police Patrolmen's Association, which agreement has been ratified by the members of the Brighton Police Patrolmen's Association, and authorizes the Supervisor to execute and deliver such agreement on behalf of the Town of Brighton.

Dated: December 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	_____