

MINUTES OF TOWN BOARD ORGANIZATIONAL MEETING
OF THE TOWN OF BRIGHTON, COUNTY OF
MONROE, NEW YORK, HELD AT THE
BRIGHTON TOWN HALL, 2300 ELMWOOD
AVENUE, ROCHESTER, NEW YORK
January 2, 2014

Present:

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

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

MEETING CALLED TO ORDER AT 12:04 PM:

APPROVAL OF AGENDA:

Motion by Councilmember Christopher Werner seconded by Councilmember James Vogel to approve the agenda with the addition of Open Forum

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

ORGANIZATIONAL MEETING BUSINESS:

MATTER RE: Ratify the regular meeting schedule of the Brighton Town Board for 2014 (see Resolution #1 and schedule).

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. 1 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Ratify the 2014 Brighton Town Hall holiday schedule (see Resolution #2 and 2014 Meeting schedule).

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

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize approval of proposed 2014 Public Works Committee meeting schedule (see Resolution #28 and proposed schedule).

Motion by Councilmember Jason DiPonzio seconded by Councilmember Louise Novros that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 3 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize approval of proposed 2014 Public Safety Committee meeting schedule (see Resolution #27 and proposed schedule).

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

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize approval of proposed 2014 Finance and Administrative Services Committee (FASC) meeting schedule (see Resolution #31 and proposed schedule)

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

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Designate the Brighton-Pittsford Post as the official newspaper of the Town of Brighton for the year 2014 (see Resolution #3).

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

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Adopt the Scott, Foreman, Robert's Rules of Order, Newly Revised, 11th Edition (2011) as the rules of its procedure for the year 2014 (see Resolution #4).

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: Appoint Marc L. Frankel as Constable of the Town of Brighton for a one-year term commencing January 1, 2014 and ending December 31, 2014 (see Resolution #5 and letter from Marc L. Frankel dated December 19, 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. 8 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Appoint Michael M. Phillips, CPA, as Constable of the Town of Brighton for a one-year term commencing January 1, 2014 and ending December 31, 2014 (see Resolution #6 and letter from Michael M. Phillips, CPA dated November 22, 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. 9 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Designate Town, Building Inspectors, Code Enforcement Officers; and

Secretaries to various Town Advisory Boards effective January 1, 2014 through December 31, 2014 (see Resolution #11 and letter from Timothy E. Keef, P.E., Commissioner of Public Works, dated December 6, 2013).

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. 10 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize agreement to spend highway repair funds in 2014 (see Resolution #13 and letter from Timothy E. Keef, P.E., Commissioner of Public Works, dated December 6, 2013).

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. 11 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Appoint Timothy E. Keef, P.E. as Commissioner of Public Works, Highway Superintendent and Superintendent of Sewer Maintenance, effective January 1, 2014 through December 31, 2014 and;

Timothy Anderson as Deputy Highway Superintendent, effective January 1, 2014 through December 31, 2014; (see Resolution #14, memorandum from Town Supervisor Moehle dated December 17, 2013 and letter from Timothy Keef P.E. Commissioner of Public Works dated December 6, 2013).

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

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Appoint David Ewell, Bruce Blackman and Amy Bianchi as Animal Control Officers of the Town of Brighton for terms of one year, commencing January 1, 2014 and ending December 31, 2014 (see Resolution #15 and letter dated November 20, 2013 from Mark T. Henderson, Town of Brighton Police Chief.

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. 13 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize Supervisor to execute part-time program and vendor services contracts for 2014 for the Town's Parks and Recreation Department (see Resolution #24 and letter dated December 5, 2013 from Rebecca Cotter, Recreation Director).

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

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize Supervisor to execute Letter of Engagement, retaining Kenneth W. Gordon, as Attorney for the Town of Brighton, and Counsel to the Historic Preservation Commission for 2014 (see Resolution #7 and letter dated December 5, 2013 from Kenneth W. Gordon, Esq.)

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

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize Supervisor to execute Letter of Engagement retaining David M. Dollinger, Esq., as Deputy Attorney for the Town of Brighton for 2014 (see Resolution #8 and letter from David M. Dollinger dated January 1, 2014).

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. 16 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize Supervisor to appoint part-time, on-call, temporary and seasonal staff for the year 2014 (see Resolution #16 and staff listing).

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. 17 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Designate authorized depositories and adopt Deposit and Investment Policy for 2014 (see Resolution #9 and letter dated December 23, 2013 from Suzanne Zaso, Director of Finance and copy of Policy).

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. 18 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize petty cash and change funds for the year 2014 (see Resolution #10 and memorandum from Suzanne Zaso, Director of Finance, dated December 20, 2013).

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

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTERS OF THE SUPERVISOR:

MATTER RE: Appointment of MaryJo Lanphear as Town Historian to the Town for a term commencing January 1, 2014 through December 31, 2014 (see Resolution #17 and letter dated December 17, 2013 from Town Supervisor Moehle).

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

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Appointment of particular Council Members as Chairs and members of the Public Works, Public Safety, Finance & Administrative Services (FASC) and Parks and Recreation Community Services (PARCS) Committees (see Resolution #29 and assignment memorandum dated December 30, 2013 from Town Supervisor Moehle).

Motion by Councilmember Louise Novros seconded by Councilmember Jason DiPonzio that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 21 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Appointment of Daniel Aman, Town Clerk, as Receiver of Taxes for a two-year term commencing January 1, 2014 and ending December 31, 2015 (see Resolution #19 and memorandum from Town Supervisor Moehle, dated December 30, 2013).

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. 22 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Appointment of William W. Moehle, Town Supervisor and Daniel Aman, Town Clerk as Marriage Officers within the Town of Brighton for a 2-year term commencing January 1, 2014 through December 31, 2015 (see Resolution #30)

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. 23 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTERS OF THE TOWN CLERK:

MATTER RE: Adopt Records Retention Schedule for 2014 (see Resolution #18 and memorandum from Daniel E. Aman, Town Clerk dated January 1 2014).

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. 24 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Presentation of Salary and Payroll Schedule for the period January 1, 2014 to December 31, 2014 (see Resolution #22 and schedule).

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. 25 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

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. 26 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize Supervisor to execute service agreements with various court stenographers, language interpreters and interpreters for the hearing impaired for the year 2014 (see Resolution #33 and letter dated December 9, 2013 from Dianne Burdett, Administrative Court Clerk).

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. 27 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize reappointment of Shubhangi Gandhi and Erinn Ryen as members of the Sustainability Oversight Committee effective nunc pro tunc January 1, 2014 through December 31, 2015 (see Resolution #32).

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. 28 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Approval to amend Town personnel police compensation for Police Captains and receive and file Memorandum of Understanding between Police Captains Robert Cline and Charles David Catholdi for same (see Resolution #34 and letter dated November 26, 2013 from Police Chief Mark Henderson).

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. 29 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Approval for Supervisor to execute agreement with Raymond F. Wager, CPA, P.C. to provide auditing services for the year 2014 with option to renew for four (4) additional one-year terms, pending future budget allocations and Town Board approval (see Resolution #36 and letter dated December 23, 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. 30 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MOTION TO GO INTO EXECUTIVE SESSION:

Motion by Councilmember Louise Novros seconded by Councilmember Jason DiPonzio to go into executive session at 12:55 PM to discuss a matter of employment of a particular person in the Highway Department

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

Motion by Councilmember Jason DiPonzio seconded by Councilmember James Vogel to come out of executive session at 1:09 PM

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

ADJOURN:

Motion by Councilmember James Vogel seconded by Councilmember Christopher Werner to adjourn at 1:09 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 2nd day of January 2014 and that I recorded said minutes of the aforesaid meeting of the Town Board of the Town of Brighton, New York

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton Town
Hall, in said Town of Brighton on the 2nd day of
January 2014.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

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

Councilpersons

RESOLVED, that the Town Board hereby ratifies and approves the Holiday
Schedule for the Town of Brighton, Monroe County, New York, as set forth on the
attached schedule during the year 2014. (See attached Schedule A)

Dated: January 2, 2014

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE _____

JAMES R. VOGEL _____

LOUISE NOVROS _____

JASON S. DIPONZIO _____

CHRISTOPHER K. WERNER _____

2014 HOLIDAY SCHEDULE

Listed below are the proposed 2014 holidays to be observed as paid holidays for non-represented full-time and qualifying part-time permanent Town personnel:

- | | | |
|-----|-----------------------------|-------------------------------------|
| 1. | New Year's Day | Wednesday, January 1 st |
| 2. | Martin Luther King, Jr. Day | Monday, January 20 th |
| 3. | Presidents' Day | Monday, February 17 th |
| 4. | Spring Holiday | Friday, April 18 th |
| 5. | Memorial Day | Monday, May 26 th |
| 6. | Independence Day | Friday, July 4 th |
| 7. | Labor Day | Monday, September 1 st |
| 8. | Veterans' Day | Tuesday, November 11 th |
| 9. | Thanksgiving Day | Thursday, November 27 th |
| 10. | Day-After Thanksgiving | Friday, November 28 th |
| 11. | Christmas | Thursday, December 25 th |
| 12. | Floating Holiday | Friday, December 26 th |

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

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton Town
Hall, in said Town of Brighton on the 2nd day of
January 2014.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

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

Councilpersons

RESOLVED, that the Town Board hereby ratifies and approves that the Regular Meetings of the Town Board of the Town of Brighton, Monroe County, New York, be held as set forth on the attached schedule during the year 2014. (See attached Schedule A)

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

Dated: January 2, 2014

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE _____

JAMES R. VOGEL _____

LOUISE NOVROS _____

JASON S. DIPONZIO _____

CHRISTOPHER K. WERNER _____

**Town of Brighton
TOWN BOARD MEETINGS
2014
2nd & 4th Wednesday of each month
at
7:00 p.m.
Unless Otherwise Indicated**

Organizational Meeting January 2, 2014 (noon)
January 8 th
January 22 nd
February 12 th
February 26 th
March 12 th
March 26 th
April 9 th
April 23 rd
May 14 th
May 28 th
June 11 th
June 25 th
July 9 th
July 23 rd
August 13 th
August 27 th
Sept. 10 th
Sept. 23rd Tuesday (Sept. 24th Rosh Hashanah)
October 8 th
October 22 nd
November 12 th
November 25th Tuesday
December 10 th
2nd December Meeting - TBD
January 2015 Organizational Meeting Date TBD

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, 2300 Elmwood Avenue, in said Town of Brighton on the 2nd day of January, 2014.

PRESENT:

WILLIAM W. MOEHLE

Supervisor

JAMES R. VOGEL

LOUISE NOVROS

JASON S. DIPONZIO

CHRISTOPKER K. WERNER

Councilpersons

RESOLVED, that a proposed schedule of 2014 Public Works Committee meeting dates is hereby received and filed; and be it further

RESOLVED, that the Town Board hereby adopts the schedule of 2014 Public Works Committee meeting dates as received and filed.

Dated: January 2, 2014

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

PUBLIC WORKS COMMITTEE MEETINGS
FOR 2014

All meetings scheduled in the Downstairs Meeting Room
First Monday of the Month at 9:00 AM(unless noted otherwise)

Monday, January 6
Monday, February 3
Monday, March 3
Monday, April 7
Monday, May 5
Monday, June 2
Monday, July 7
Monday, August 4
Monday, September 8
Monday, October 6
Monday, November 3
Monday, December 1

mep: 12/02/13

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 2nd day of January, 2014.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

JAMES R. VOGEL

LOUISE NOVROS

JASON S. DIPONZIO

CHRISTOPHER K. WERNER

Councilpersons

RESOLVED, that a proposed schedule of 2014 Public Safety Committee meeting dates is hereby received and filed; and be it further

RESOLVED, that the Town Board hereby adopts the schedule of 2014 Public Safety Committee meeting dates as received and filed.

Dated: January 2, 2014

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

PUBLIC SAFETY MEETING SCHEDULE
FOR 2014

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

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

Prepared by M. Petri for Fire Marshal 12/10/13

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 2nd day of January, 2014.

PRESENT:

WILLIAM W. MOEHLE

Supervisor

JAMES R. VOGEL

LOUISE NOVROS

JASON S. DIPONZIO

CHRISTOPKER K. WERNER

Councilpersons

RESOLVED, that a proposed schedule of 2014 Finance and Administrative Services Committee (FASC) meeting dates is hereby received and filed; and be it further

RESOLVED, that the Town Board hereby adopts the schedule of 2014 Finance and Administrative Services Committee meeting dates as received and filed.

Dated: January 2, 2014

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

FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE
2014 MEETING SCHEDULE

All meetings are scheduled for the Stage Conference Room
At 3:30 p.m. (unless otherwise noted)

Tuesday, January 14

Tuesday, February 4

Tuesday, February 18

Tuesday, March 4

Tuesday, March 18

Tuesday, April 1

Tuesday, April 15

Tuesday, May 6

Tuesday, May 20

Tuesday, June 3

Tuesday, June 17

Tuesday, July 1

Tuesday, July 15

Tuesday, August 5

Tuesday, August 19

Tuesday, September 2

Tuesday, September 16

Tuesday, September 30

Tuesday, October 14

Tuesday, November 4

Tuesday, November 18

Tuesday, December 2

Tuesday, December 16

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton Town
Hall, in said Town of Brighton on the 2nd day of
January 2014.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

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

Councilpersons

RESOLVED, that the *Brighton-Pittsford Post*, be and hereby is appointed as the official newspaper of the Town of Brighton, County of Monroe, State of New York for the year of 2014 for publication of notices, resolutions and ordinances, pursuant to the authority contained in the Town Law of the State of New York, Section 64, Subdivision 11.

Dated: January 2, 2014

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE _____

JAMES R. VOGEL _____

LOUISE NOVROS _____

JASON S. DIPONZIO _____

CHRISTOPHER K. WERNER _____

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton Town
Hall, in said Town of Brighton on the 2nd day of
January 2014

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

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

Councilpersons

RESOLVED, that the Town Board pursuant to Town Law Section 610 hereby
adopts The Scott, Foreman Robert's Rules of Order, Newly Revised, 11th Edition
(2011) as the rules of its procedure for 2014.

Dated: January 2, 2014

UPON ROLL CALL VOTE

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

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, in said Town of Brighton on the 2nd day of January 2014.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

JAMES R. VOGEL

LOUISE NOVROS

JASON S. DIPONZIO

CHRISTOPHER K. WERNER

Councilpersons

RESOLVED, that correspondence from Marc L. Frankel, dated December 19, 2013, be received and filed, and be it further;

RESOLVED, that Marc L. Frankel, be and hereby is appointed as Constable of the Town of Brighton for a term of one (1) year commencing January 1, 2014 and ending December 31, 2014.

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

Dated: January 2, 2014

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE

JAMES R. VOGEL

LOUISE NOVROS

JASON S. DIPONZIO

CHRISTOPHER K. WERNER

December 19, 2013

Mr. William Moehle
Brighton Town Supervisor
2300 Elmwood Avenue
Rochester, New York 14618

Dear Mr. Moehle,

I am writing to officially inform you of my interest in seeking reappointment of an eighteenth term to the Brighton Town Constable position when the Brighton Town Board organizational meeting takes place in January 2014. I look forward to continuing to serve the Town of Brighton and its residents.

I appreciate your continued confidence in me.

Very truly yours,



Marc L. Frankel

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton Town
Hall, in said Town of Brighton on the 2nd day of
January 2014.

PRESENT:

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

RESOLVED, that correspondence from Michael M. Phillips, CPA, dated November 22, 2013 be received and filed, and be it further;

RESOLVED, that Michael M. Phillips, CPA, be and hereby is appointed as Constable of the Town of Brighton for a term of one (1) year commencing January 1, 2014 and ending December 31, 2014.

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

Dated: January 2, 2014

UPON ROLL CALL VOTE

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

Michael M. Phillips, CPA

November 22, 2013

William W. Moehle, Supervisor
Town of Brighton
2300 Elmwood Avenue
Rochester, NY 14618-2145

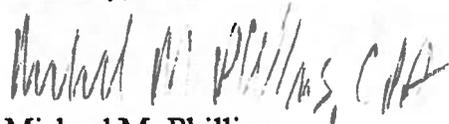
Dear Bill,

Please accept this letter as a means to inform you that I would like to continue in my capacity as an appointed Town of Brighton Constable.

I understand that the Town Board will act upon reappointments at the organizational meeting to be held in January, 2014.

I look forward to continuing to serve the residents of the Town of Brighton.

Sincerely,



Michael M. Phillips

Michael M. Phillips

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, in said Town of Brighton on the 2nd day of January 2014.

PRESENT:

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

RESOLVED, that the Town Board receive and file a letter dated December 6, 2013 from Timothy Keef, P.E., Commissioner of Public Works regarding Designation of Building Inspector; and be it further

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

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

RESOLVED, that the Associate Planner, Planner and the Planning Technician be designated as Secretaries to various Town Advisory Boards, all as assigned in above referenced correspondence.

Dated: January 2, 2014

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE _____

JAMES R. VOGEL _____

LOUISE NOVROS _____

JASON S. DIPONZIO _____

CHRISTOPHER K. WERNER _____



Town of Brighton

MONROE COUNTY, NEW YORK

DEPARTMENT OF PUBLIC WORKS

2300 ELMWOOD AVENUE ROCHESTER, NEW YORK 14618
PHONE: (585)784-5250 FAX: (585) 784-5368

December 6, 2013

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

re: Designation of Staff for 2014

Dear Supervisor Moehle and Town Council Members:

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

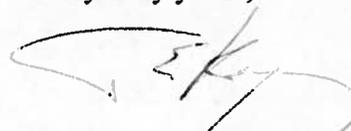
- 1) It is recommended that Ramsey Boehner, Associate Planner, be designated as:
 - (a) enforcement officer for chapters 51, 66, 85, 91, 129, 175, 211 and any other applicable sections of the Town Code;
 - (b) code enforcement officer/building inspector for the Comprehensive Development Regulations;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

Supervisor William Moehle and
the Honorable Town Board
Designation of Staff for 2014
December 6, 2013
Page 2

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

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

Very truly yours,



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

TEK/wp

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

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton Town
Hall, in said Town of Brighton on the 2nd day of
January 2014.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

JAMES R. VOGEL

LOUISE NOVROS

JASON S. DIPONZIO

CHRISTOPHER K. WERNER

Councilpersons

RESOLVED, that correspondence dated December 6, 2013 from Timothy Keef, P.E. Superintendent of Highways and Commissioner of Public Works, concerning the authorization of an agreement to spend highway funds, be received and filed; and be it further,

RESOLVED, that the Town Board hereby agrees to execute and deliver an agreement with the Commissioner of Public Works/Superintendent of Highways to expend highway funds for road repairs during 2014, pursuant to Highway Law, Section 284, as more fully described in the adopted Budget for the year 2014, which agreement shall be in form and substance as approved by the Attorney for the Town, and the expenditures authorized by which agreement shall not exceed the funds budgeted in account D.HWY.5110 in the 2014 Town Budget.

January 2, 2014

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE

JAMES R. VOGEL

LOUISE NOVROS

JASON S. DIPONZIO

CHRISTOPHER K. WERNER



Town of Brighton

MONROE COUNTY, NEW YORK

DEPARTMENT OF PUBLIC WORKS

2300 ELMWOOD AVENUE ROCHESTER, NEW YORK 14618
PHONE: (585)784-5250 FAX: (585) 784-5368

December 6, 2013

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

re: Authorize Agreement for Expenditure of 2014 Highway Funds

Dear Supervisor Moehle and Town Council Members:

Pursuant to Section 284 of the Highway Law, I request your concurrence to authorize the expenditure of funds allocated in the 2014 budget, D. HWY.5110, for highway maintenance and repairs. The form and content of the agreement shall be that as deemed suitable by the Attorney for the Town. As always, thank you for your consideration in matter such as this.

Very truly yours,

Timothy E. Keef, P.E.
Commissioner of Public Works and
Superintendent of Highways

TEK/wp

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

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, in said Town of Brighton on the 2nd day of January 2014.

PRESENT:

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

RESOLVED, that correspondence dated December 17, 2013 from William W. Moehle Brighton Town Supervisor, and from Timothy Keef, P.E., Commissioner of Public Works, dated December 6, 2013, be received and filed; and be it further

RESOLVED, that Timothy Keef, P.E. , is hereby re-appointed as Commissioner of Public Works, Superintendent of Highways and Superintendent of Sewer Maintenance, effective January 1, 2014 through December 31, 2014; and be it further

RESOLVED, that Timothy Anderson is hereby re-appointed as Deputy Highway Superintendent for the Town of Brighton effective January 1, 2014 and ending December 31, 2014.

Dated: January 2, 2014

UPON ROLL CALL VOTE

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



MEMORANDUM

TO: Honorable Town Board

FROM: William W. Moehle, Supervisor

DATE: December 17, 2013

RE: Appointment of Commissioner of Public Works, Highway Superintendent, Superintendent of Sewer Maintenance and Deputy Highway Superintendent

I hereby recommend that Timothy E. Keef be re-appointed Commissioner of Public Works, Highway Superintendent and Superintendent of Sewer Maintenance effective January 1, 2014 through December 31, 2014.

I further recommend that Timothy Anderson be re-appointed as Deputy Highway Superintendent effective January 1, 2014 through December 31, 2014.



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 6, 2013

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

re: Appointment of Deputy Highway Superintendent

Dear Supervisor Moehle and Town Council Members:

If my performance has been satisfactory to date and warrants serving a term through December 31, 2014, I respectfully request your support of Mr. Tim Anderson continuing to act in the capacity of Deputy Highway Superintendent through December 31, 2014. Said position of Deputy Highway Superintendent has been approved in the upcoming 2014 budget. As always, thank you for your consideration in matters such as this.

Very truly yours,

Timothy E. Keef, P.E.
Commissioner of Public Works and
Superintendent of Highways

TEK/wp

cc: T. Anderson
M. Hussar
K. Gordon

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton Town
Hall, in said Town of Brighton on the 2nd day of
January 2014.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

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

Councilpersons

RESOLVED, that correspondence dated November 20, 2013 from Brighton Police Chief Mark T. Henderson be received and filed; and be it further

RESOLVED, that David Ewell, Bruce Blackman, and Amy Bianchi be and hereby are appointed as Animal Control Officers of the Town of Brighton, whose responsibilities include, but are not limited to, those of Dog Control Officers under Section 114 of the Agriculture and Markets Law of the State of New York, for terms of one year, commencing January 1, 2014 and expiring December 31, 2014.

Dated: January 2, 2014

UPON ROLL CALL VOTE

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



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

MEMORANDUM

TO: Supervisor Moehle and Honorable Town Board

FROM: Mark T. Henderson, Chief of Police *MTH*

SUBJECT: Appointment of Animal Control Officers

DATE: November 20, 2013

I respectfully request that the Town Board appoint the following persons to the position of Animal Control Officer (part time) for the calendar year 2014:

David Ewell
719 Edgewood Avenue
Rochester, NY 14618

Amy Bianchi
227 Dearcop Drive
Rochester, NY 14624

Bruce Blackman
3466 East Avenue
Rochester, NY 14618

These appointments will be for a period of one year, commencing on January 1, 2014.

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, in said Town of Brighton on the 2nd day of January 2014.

PRESENT:

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

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

RESOLVED, that letter dated December 5, 2013 from Rebecca Cotter, Recreation Director be received and filed; and be it further

RESOLVED, that the Supervisor is hereby authorized to execute agreements and/or contracts with various part-time program, special event service providers and/or vendors, based upon the recommendation of appropriate staff for the Parks and Recreation Departments for the year 2014 in such form or forms as approved by the Attorney to the Town.

Dated: January 2, 2014

UPON ROLL CALL VOTE

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



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 5, 2013

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

Re: Authorization of Contracts for 2014

Dear Finance Committee Members:

I respectfully request that you authorize the Supervisor to approve and sign part-time program and vendor contracts for 2014. A majority of our program offerings are set up with contractual program instructors. Contracts are generated throughout the year as we prepare our seasonal program offerings. Additionally, we use various vendors for special events throughout the town. All contracts have specific details outlining the services provided to the town.

I would be more than happy to answer any questions you may have regarding this request.

Sincerely,

Rebecca J. Cotter
Recreation Director
Town of Brighton

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton Town
Hall, in said Town of Brighton on the 2nd day of
January 2014.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

JAMES R. VOGEL

LOUISE NOVROS

JASON S. DIPONZIO

CHRISTOPHER K. WERNER

Councilpersons

RESOLVED, that Kenneth W. Gordon, Esq., be and hereby is retained as Attorney for the Town of Brighton for the calendar year 2014, pursuant to Town Law Section 20(2)(b), and the terms of the Engagement Letter dated December 5, 2013 attached hereto; and he is retained as counsel for the Historic Preservation Commission for the calendar year 2014, pursuant to the terms of said Engagement Letter. The Supervisor is hereby authorized to execute said Engagement Letter in the name of the Town of Brighton

Dated: January 2, 2014

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE

JAMES R. VOGEL

LOUISE NOVROS

JASON S. DIPONZIO

CHRISTOPHER WERNER

Gordon & Schaal, LLP
Attorneys at Law

1039 Monroe Avenue
Rochester, New York 14620

Telephone: (585) 244-1070

Facsimile: (585) 244-1085

December 5, 2013

Hon. Supervisor William W. Moehle
Town of Brighton
2300 Elmwood Avenue
Rochester, New York 14618

Dear Supervisor Moehle:

It has been an exciting and rewarding year working alongside you and the Town Board and staff during 2013. I was especially pleased with the community's continued support of your administration throughout the year. I look forward to working with all of you on the challenges and opportunities that 2014 will present. In response to your request for a specific proposal regarding compensation, I would propose that the scope of services be identical to those provided to the Town under the contract for 2013, including acting as counsel to the Historic Preservation Commission. Services would not include representation of the Town in litigation, but would include supervision of special counsel hired for this purpose. I am available to be retained separately as litigation counsel for the Town on matters as you deem appropriate. For 2014, I have set my regular hourly rate for my private clients at \$300.00 per hour. For Town litigation or other hourly work, I would be willing to cut this rate in half to an hourly fee of \$150.00 per hour.

The fixed fee for the contract year 2013 for services as Attorney to the Town would be \$53,000.00 and the services for acting as counsel to the Historic Preservation Commission would be \$7,000.00 for a total of \$60,000.00. The contract would be payable on a monthly basis in the amount of \$5,000.00. It is my belief that the proposed fee is within both the adopted budget and is reasonable for fees charged to the Town in both these capacities. Looking forward to the 2015 budget process, I would hope that your administration and the Board would consider a modest increase in the contract rate as the fee will have been stable for the first three years of my contract work for the Town as Attorney to the Town.

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

Very truly yours,

S/ Kenneth W Gordon

Kenneth W. Gordon

Approved as Authorized by the Town Board on January ___, 2014.

Hon. William Moehle, Supervisor

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton Town
Hall, in said Town of Brighton on the 2nd day of
January 2014.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

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

Councilpersons

RESOLVED, that David M. Dollinger, Esq., be and hereby is retained as Deputy Attorney for the Town of Brighton for the calendar year 2014, pursuant to Town Law Section 20(2)(b) and the terms set forth in the Engagement Letter dated January 1, 2014, attached hereto. The Supervisor is hereby authorized to execute said Engagement Letter in the name of the Town of Brighton

Dated: January 2, 2014

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE _____

JAMES R. VOGEL _____

LOUISE NOVROS _____

JASON S. DIPONZIO _____

CHRISTOPHER K. WERNER _____

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

January 1, 2014

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

RE: Deputy Attorney for the Town of Brighton

Dear Supervisor Moehle:

This letter, when countersigned by you shall confirm the engagement of Dollinger Associates, P. C., as Deputy Attorney for the Town of Brighton for the Period January 1, 2014 thru December 31, 2014.

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

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

Sincerely,

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

Accepted. The Town of Brighton

By: William Moehle, Supervisor

2170 Monroe Avenue, Rochester, New York 14618
585.424.3270 • fax 585.424.3345
www.dollingerassociates.com

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, in said Town of Brighton on the 2nd day of January 2014.

PRESENT:

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

WHEREAS, the Town Board previously authorized Supervisor William W. Moehle to appoint part-time, seasonal, on-call and temporary employees for the Town during 2013, subject to ratification by the Town Board; and

WHEREAS, the Town desires to grant the same power to the Supervisor during 2014; it is therefore

RESOLVED, that the Town Board hereby ratifies and approves each and every part-time, seasonal, on-call and temporary appointment made by the Supervisor during 2013, a list of which appointments is attached hereto, and made a part hereof; and be it further

RESOLVED, that the Supervisor is hereby authorized to appoint part-time, seasonal, on-call and temporary employees of the Town based upon the recommendation of appropriate staff and subject to ratification by the Town Board at year end, in 2014

Dated: January 2, 2014

UPON ROLL CALL VOTE

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

**2013 PART-TIME SEASONAL, ON-CALL, & TEMPORARY EMPLOYEES
for the January 2, 2014 Organizational Meeting**

NAME	TITLE	HOURLY RATE
ABBOTT, KARL	LIBRARY PAGE	\$8.24
ARMSTRONG, KARLY	RECREATION ASSISTANT	\$7.25
ASSELIN, MICHAEL	RECREATION ASSISTANT	\$7.25
BANKER, JUSTIN	LABORER-SEASONAL	\$7.25
BEHA, ERMIR	RECREATION ASSISTANT	\$7.25
BORDEAU, KARRIE	LIBRARIAN I ON CALL	\$21.70
BOUCHER, JONAH	LIFEGUARD	\$9.25
BRIZENDINE, CHRISTOPHER	LABORER-SEASONAL	\$7.25
BURCH, JOAN	LIBRARY AIDE PT	\$10.88
CALKINS, ALLIA	LIFEGUARD	\$9.25
CARY, ELIOT	LABORER-SEASONAL	\$7.25
CASTELEIN, LAURA	LIFEGUARD	\$9.25
CORNWELL, MATTHEW	RECREATION LEADER	\$8.25
COUGHLIN, JANET	LIBRARY AIDE	\$10.88
DAVIS, TRISTAN	RECREATION ASSISTANT	\$7.25
DUNCAN, LEAH	RECREATION ASSISTANT	\$7.25
EMERSON, JORDAN	RECREATION ASSISTANT	\$7.65
FERHATBEGOVIC, NEVEN	LABORER-SEASONAL	\$7.25
FOSTER, RORY	RECREATION ASSISTANT	\$7.25
GRAU, SUZANNE	OFFICE CLERK IV PT	\$13.18
GRAVES, IAN	RECREATION ASSISTANT	\$7.25
GREEN, MELANIE	LIFEGUARD	\$9.25
HINKLEY, ANDREW	RECREATION ASSISTANT	\$7.25
KROTO, ANDREW	STUDENT INTERN	\$10.40
KUBITZ, ALLEN	RECREATION ACTIVITY	\$13.00
LAKO, ANEST	LIBRARY PAGE	\$8.24
LEWANDOWSKI, MARY T	LIBRARY PAGE	\$8.24
LIANO, ELIZABETH	RECREATION ACTIVITY	\$12.00
MANGAN, MARJORIE	OFFICE CLERK III	\$15.10
MCCORMICK, MARGARET	RECREATION ASSISTANT	\$7.25
MCCULLOUGH, CAITLIN	LIFEGUARD	\$9.25
MORAN, EMMA	RECREATION ASSISTANT	\$7.65
NEWLANDS, SARAH	LIBRARY PAGE	\$8.24
RABINOWITZ, HANNAH	RECREATION ASSISTANT	\$7.25
SCHWAB, JENNIFER	RECREATION LEADER	\$8.25
SIMMONS, BRITTANY	OFFICE CLERK IV PT	\$13.18
SMITH, ZACKARY	LABORER-SEASONAL	\$7.25
TOMLIN, GINA	RECREATION LEADER	\$8.65
VODACEK, MASON	LIBRARY PAGE	\$8.24
WALSH, KAREN	OFFICE CLERK IV PT	\$13.18
WATKINS, LUKE	LIBRARY PAGE	\$8.24
WILSON, MARIEL	LIBRARY PAGE	\$8.24
WOERNER, ASHLEY	RECREATION ASSISTANT	\$7.25
WOODYARD, SPENCER	RECREATION ASSISTANT	\$7.25

NAME	TITLE	DAILY RATE
JENSEN, SUZANNE	SCHOOL TRAFFIC GUARD	\$49.84

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton Town
Hall, in said Town of Brighton on the 2nd day of
January 2014.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

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

JP Morgan/Chase Bank
Key Bank
Bank of America
Canandaigua National Bank
and Trust Company

First Niagara
Manufacturers and Traders Trust Company
Municipal Investors Service Corp.

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

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

Dated: January 2, 2014

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE _____

JAMES R. VOGEL _____

LOUISE NOVROS _____

JASON S. DIPONZIO _____

CHRISTOPHER K. WERNER _____



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

To: The Honorable Town Board
From: Suzanne Zaso, Director of Finance *sz*
Date: December 23, 2013
Subject: Deposit and Investment Policy for 2014

I request that your Honorable Body adopt the attached Deposit and Investment Policy for 2014. There have not been any changes since the last review of January 2013.

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

Cc: Daniel Aman
Dianne Burdett

TOWN OF BRIGHTON DEPOSIT AND INVESTMENT POLICY

Policy Scope:

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

Policy Objectives:

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

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

Delegation of Authority:

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

Prudence and Care:

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

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

Diversification:

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

Internal Controls:

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

Deposits

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

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

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

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

Collateralizing of Deposits:

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

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

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

Safekeeping of Collateral Pursuant to Written Agreement:

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

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

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

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

Investments

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

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

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

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

Authorized Financial Institutions and Security Dealers:

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

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

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

Purchase of Investments:

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

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

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

Review and Amendment of Policy:

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

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

At a Town Board Meeting of the Town of Brighton,
 Monroe County, New York, held at the Brighton Town
 Hall, in said Town of Brighton on the 2nd day of
 January 2014.

PRESENT:

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

RESOLVED, that a memorandum dated December 20, 2013 from Suzanne Zaso Director of Finance, concerning authorization for Petty Cash and Change Funds for the fiscal year 2013, be received and filed; and be it further

RESOLVED, that the following listed Change Funds and Petty Cash Funds are authorized for the fiscal year 2014 in the amounts shown for each listed department; and be it further

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

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

Dated: January 2, 2014

UPON ROLL CALL VOTE

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



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

To: The Honorable Town Board
From: Suzanne Zaso, Director of Finance 
Date: December 20, 2013
Subject: Authorization for Petty Cash and Change Funds

Listed below are the proposed authorizations for Petty Cash and Change funds, the Custodian responsible for each, and the authorized amount for each fund. I recommend that the Board authorize these funds, Custodians, and amounts for the year 2014.

<u>Name of Fund</u>	<u>Custodian</u>	<u>Authorized Amt.</u>
Town Clerk Change Fund	Daniel Aman	\$300
Library Change Fund	Jennifer Reis-Taggart	\$205
Town Court Change Fund	Dianne Burdett	\$250
Recreation-T.H. Pool Change Fund	Katie Kogler	\$50
Recreation-B.H.S. Pool Change Fund	Katie Kogler	\$20
Recreation Office Change Fund	Melissa Sumner	\$100
Police Dept. Fees Change Fund	J.P. O'Brien	\$25
General Petty Cash Fund-Cash	Daniel Aman	\$400
General Petty Cash Fund-Checking	Suzanne Zaso	\$250
Library Petty Cash Fund-Cash	Jennifer Reis-Taggart	\$200

Copy: J. Reis-Taggart, D. Burdett, D. Aman, R. Cotter, M. Henderson

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton Town
Hall, in said Town of Brighton on the 2nd day of
January 2014.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

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

Councilpersons

RESOLVED, that correspondence dated December 17, 2013 from William W. Moehle, Brighton Town Supervisor, be received and filed; and be it further

RESOLVED, that the Brighton Town Board concurs with the appointment of Mary Jo Lanphear, of 322 Village Lane, Rochester, NY 14610, as Town Historian of the Town of Brighton for a term of one (1) year commencing January 1, 2014 and ending December 31, 2014 is hereby ratified; and be it further

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

Dated: January 2, 2014

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE _____

JAMES R. VOGEL _____

LOUISE NOVROS _____

JASON S. DIPONZIO _____

CHRISTOPHER K. WERNER _____



TOWN OF BRIGHTON
William W. Moehle
Supervisor

December 17, 2013

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

Dear Honorable Board Members,

I hereby re-appoint Mary Jo Lanphear, of 32 Village Lane, Rochester, NY 14610 as the Brighton Town Historian for a one-year term commencing January 1, 2014 through December 31, 2014.

I also recommend that compensation be set at an annual rate of \$4,553 and that 95% of appointee's Health Insurance yearly premium for an individual core-plan policy be paid by the Town of Brighton, as set forth in previous years' employment.

Sincerely,

**William W. Moehle
Supervisor**

WWM:mah

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, 2300 Elmwood Avenue, in said Town of Brighton on the 2nd day of January, 2014.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

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

Councilpersons

RESOLVED, that a copy of Memorandum dated December 30, 2013 from Brighton Town Supervisor William W. Moehle be received and filed, and be it further

RESOLVED, that the Town Board hereby affirms the Town Council Members appointed by Supervisor Moehle, as indicated in Memorandum attached hereto, to serve as Chairpersons and/or members of the Public Works, Public Safety, Financial & Administrative Services (FASC) and Parks & Rec. Community Services Committees (PARCS) effective immediate through the year 2014.

Dated: January 2, 2014

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

MEMORANDUM

FROM: William W. Moehle
TO: Brighton Town Board
DATE: December 30, 2013
RE: Town Board Committee Assignments

Effective January 1, 2014, the composition of Brighton Town Board Committees for 2014 is as follows:

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

- Town Board Committees are established and appointed by the Town Supervisor, who will serve as a member of each Committee
- The New York State Open Meeting Law applies to Town Board Committee Meetings
- The Town Board Committees are advisory to the Town Board
- Staff Liaisons to the Town Board Committees:
 - PWC Tim Keef, Commissioner of Public Works or his designee
 - PSC Christopher Roth, Fire Marshal or his designee
 - FASC Suzanne Zaso, Finance Director or her designee
 - CSC Jerry LaVigne, Parks and Recreation Director or his designee
- Each Town Board Committee will set its meeting schedule, and the staff liaison will ensure that public notice is provided. If meetings are rescheduled, the staff liaison will ensure that public notice of the change is provided.
- All Town Board members will receive a copy of all committee agendas at the time the agenda is distributed to the committee

NOTE:

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

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, in said Town of Brighton on the 2nd day of January 2014.

PRESENT:

WILLIAM W. MOEHLE

Supervisor

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

Councilpersons

RESOLVED, that correspondence dated December 30, 2013 from **WILLIAM W. MOEHLE** Brighton Town Supervisor, be received and filed; and be it further

RESOLVED, that Daniel E. Aman, Town Clerk, is hereby appointed as Receiver of Taxes for the Town of Brighton for a two-year term commencing January 1, 2014 and ending December 31, 2015.

Dated: January 2, 2014

UPON ROLL CALL VOTE

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



MEMORANDUM

TO: Honorable Town Board
FROM: Supervisor William W. Moehle
DATE: December 30, 2013
RE: Appointment of Receiver of Taxes

I hereby recommend that Daniel E. Aman, Town Clerk, be appointed as Receiver of Taxes for the Town of Brighton, for a two-year term commencing January 1, 2014 and ending December 31, 2015.

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton Town
Hall, in said Town of Brighton on the 2nd day of
January 2014.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

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

Councilpersons

RESOLVED, that William W. Moehle, Supervisor of the Town of Brighton and Daniel Aman, Brighton Town Clerk are hereby appointed to serve as Marriage Officers within the Town of Brighton, under Section 11-c of the Domestic Relations Law, for a 2-year term commencing January 1, 2014 through December 31, 2015, such appointment to be without salary or wage, but with the right, pursuant to Section 11-c (3) of the Domestic Relations Law, to accept and keep up to seventy-five dollars (\$75.00) for each marriage at which they officiate, paid by or on behalf of the persons married.

Dated: January 2, 2014

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE _____

JAMES R. VOGEL _____

LOUISE NOVROS _____

JASON S. DIPONZIO _____

CHRISTOPHER K. WERNER _____

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton Town
Hall, in said Town of Brighton on the 2nd day of
January 2014.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

JAMES R. VOGEL

LOUISE NOVROS

JASON S. DIPONZIO

CHRISTOPHER K. WERNER

Councilpersons

RESOLVED, that a memorandum dated January 1, 2014, from Daniel E. Aman, Town Clerk, concerning the Town's records retention policy, be received and filed; and be it further

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

Dated: January 2, 2014

UPON ROLL CALL VOTE:

WILLIAM W. MOEHLE

JAMES R. VOGEL

LOUISE NOVROS

JASON S. DIPONZIO

CHRISTOPHER K. WERNER



**OFFICE of the TOWN CLERK
Daniel Aman
Town of Brighton
2300 Elmwood Avenue
Rochester, NY 14618**

TO: Honorable Town Board
FROM: Dan Aman, Town Clerk
RE: Records Retention Schedule
DATE: January 1, 2014

To comply with New York State requirements regarding a list of records retained, I am requesting that your honorable body adopt the Records Retention Schedule as the minimum list required by the Town of Brighton for 2014.

A handwritten signature in black ink, appearing to be "DA" followed by a flourish.

At a Town Board Meeting of the Town of Brighton,
Monroe County, New York, held at the Brighton Town
Hall, in said Town of Brighton on the 2nd day of
January 2014.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

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

Councilpersons

RESOLVED, that the attached Salary Schedule of Town Officers and
Employees, and their pay periods, are hereby fixed and determined for January 1, 2014
through December 31, 2014, subject to such further action which the Town Board may
take from time to time pursuant to Section 27 of the Town Law.

Dated: January 2, 2014

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE _____

JAMES R. VOGEL _____

LOUISE NOVROS _____

JASON S. DIPONZIO _____

CHRISTOPHER K. WERNER _____

Town of Brighton
2014 Salaried Employees
for the Jan 2, 2014 Organizational Meeting

Dept	Title	Name	1/1/2014 Annual Salary
Assessor:	Assessor	Ainsworth, Elaine	\$ 82,990.82
	Office Clerk II	Morris, Renee L	\$ 46,064.20
Town Council:	Councilperson	Diponzio, Jason S	\$ 21,945.00
	Councilperson	Novros, Louise	\$ 21,945.00
	Councilperson	Vogel, James R	\$ 21,945.00
	Councilperson	Werner, Christopher K	\$ 21,945.00
Receiver of Taxes:	Deputy Receiver of Taxes	Lull, Margaret G	\$ 38,001.60
	Reciever Of Taxes	Aman, Daniel E	\$ 26,223.00
Town Clerk:	Town Clerk	Aman, Daniel E	\$ 53,119.00
	Deputy Town Clerk/Rec of Taxes	Marcus, David G	\$ 61,089.60
Public Works:	Commissoner of Public Works	Keef, Timothy E	\$ 100,830.00
	Engineering Assistant	Garcia, Evert F	\$ 53,471.60
	Junior Engineer	Roscoe, Chad J	\$ 60,333.00
	Office Clerk III	Major, Lekya T	\$ 39,912.60
	Town Engineer	Guyon, Michael E	\$ 95,295.20
Facility Operations:	Laborer	Catracchia, Laura L	\$ 31,431.40
	Maintenance Mechanic	Hall, Kevin L	\$ 52,644.80
	S/S Facilities Administrator	Hall, Kevin L	\$ 5,715.00
Fire Protection:	Fire Marshal	Roth, Christopher A	\$ 70,161.00
	Fire Protection District Administrator	Roth, Christopher A	\$ 4,547.00
Parks:	Sr. Recreation Attendant	Kritall, Mark F	\$ 4,650.00
	Superintendent Of Parks	Beeman, Matthew S	\$ 66,830.40
Building/Planning:	Associate Planner	Boehner, Ramsey A	\$ 88,379.20
	Building Inspector	Bailey, Edward J	\$ 52,470.60
	Office Clerk II	Petri, Mary Ellen	\$ 46,064.20
	Planner	Distefano, Richard	\$ 63,863.80
	Planning Technician	White, Paul R	\$ 56,092.40
Finance:	Budget Officer	Robinson, Andrew C	\$ 60,879.00
	Director Of Finance	Zaso, Suzanne E	\$ 95,788.54
	Senior Account Clerk	Rosario, Jose D	\$ 52,644.80
Info Systems:	Coordinator Of Data	Wentworth, Susan A	\$ 80,184.00
Historian:	Historian PT	Lanphear, Mary Jo	\$ 4,553.00
Highway Super:	Deputy Highway Superintendent	Anderson, Timothy J	\$ 96,179.20
	Highway Superintendent	Keef, Timothy E	\$ 11,634.23
Justice:	Clerk to the Town Justice (Aministrator)	Burdett, Dianne W	\$ 63,863.80
	Clerk to the Town Justice	Schiller, Mary Jo	\$ 53,471.60
	Office Clerk II	Schirmer, June E	\$ 46,064.20
	Office Clerk III	Kellenberger-Warax, Mary	\$ 39,912.60
	Arraignment Clerk	Kellenberger-Warax, Mary	\$ 1,700.00
	Town Justice	Falk, John A	\$ 51,024.00
	Town Justice	Morris, Karen L	\$ 51,024.00
Police:	Administrative Analyst	O'Brien, John P	\$ 63,863.80
	Clerk I	Saucke, Jean M	\$ 46,264.40
	Clerk III	Ost, Susan	\$ 39,912.60
	Office Clerk II	Monaghan, Diane	\$ 46,064.20
	Office Clerk II	Rampello, Joyce C	\$ 46,064.20
	Office Clerk III	Pike, Jacquelyn A	\$ 34,470.80
	School Traffic Guard	Cohen, Robert L.	\$ 10,675.00
	School Traffic Guard	Neill, Jane A.	\$ 10,675.00
	School Traffic Guard	Harrison-Bayer, Linda G.	\$ 10,675.00
	School Traffic Guard	Lyons, Barbara A.	\$ 10,675.00
	School Traffic Guard	McGee, Edward J.	\$ 10,675.00

Town of Brighton
2014 Salaried Employees
for the Jan 2, 2014 Organizational Meeting

Dept	Title	Name	1/1/2014 Annual Salary
	School Traffic Guard	O'Neill, Lauren A.	\$ 10,675.00
	School Traffic Guard	Penberg, Victoria E.	\$ 10,675.00
	School Traffic Guard	Pollock, Michael E.	\$ 10,675.00
	School Traffic Guard	Wamp, Marilyn	\$ 10,675.00
	School Traffic Guard	Lyons, Thomas C	\$ 10,675.00
	Henderson, Mark	Chief	\$ 136,132.00
	Catholdi, Charles	Captain	\$ 118,378.00
	Cline, Robert	Captain	\$ 118,378.00
	Ward, Ronald	Lieutenant	\$ 104,862.00
	Bruzda, Walter	Sergeant	\$ 96,200.00
	Desain, Michael	Sergeant	\$ 96,200.00
	Fisher, Robert	Sergeant	\$ 96,200.00
	Molisani, David	Sergeant	\$ 96,200.00
	Swancott, David	Sergeant	\$ 96,200.00
	Wagner, Christopher	Sergeant	\$ 96,200.00
	Ciulla, Gary	Investigator	\$ 86,162.00
	Dennis, Kevin	Investigator	\$ 86,162.00
	Karch, Timothy	Investigator	\$ 86,162.00
	Liberatore, Mark	Investigator	\$ 86,162.00
	Barth, Taylor	Police Officer	\$ 54,195.00
	Caraballo, Jose	Police Officer	\$ 83,653.00
	Cecere, Brian	Police Officer	\$ 83,653.00
	Corey, Scott	Police Officer	\$ 83,653.00
	DeNero, James	Police Officer	\$ 83,653.00
	Fischer, Renee	Police Officer	\$ 83,653.00
	Flora, Cal	Police Officer	\$ 62,322.00
	Hillier, Lisa	Police Officer	\$ 83,653.00
	Hoag, Zachary	Police Officer	\$ 54,195.00
	Hoffman, Jeffrey	Police Officer	\$ 83,653.00
	Houseman, Shawn	Police Officer	\$ 83,653.00
	Hunt, Stephen	Police Officer	\$ 83,653.00
	Kaiser, Heidi	Police Officer	\$ 62,322.00
	Keller, Justin	Police Officer	\$ 83,653.00
	Knutowicz, Julie	Police Officer	\$ 83,653.00
	Kosakowski, Richard	Police Officer	\$ 62,322.00
	Laubacher, Allison	Police Officer	\$ 83,653.00
	Lehigh, Ryan	Police Officer	\$ 83,653.00
	Montes, Julio	Police Officer	\$ 83,653.00
	Romach, Michael	Police Officer	\$ 83,653.00
	Ruffalo, Jeffrey	Police Officer	\$ 83,653.00
	Skidmore, Mark	Police Officer	\$ 83,653.00
	Steve, Brad	Police Officer	\$ 83,653.00
	Tumbiolo, James	Police Officer	\$ 83,653.00
	Woodard, Keith	Police Officer	\$ 73,161.00
Recreation:	Director Of Rec	Cotter, Rebecca J	\$ 74,901.20
	Office Clerk III	Sumner, Melissa Ann	\$ 39,912.60
	Pool Recreation Supervisor	Kogler, Katie E	\$ 57,291.00
	Rec Supervisor	Winter, Christine	\$ 41,951.00
	Sr Citizen Program Supervisor	McGory, Nancy A	\$ 60,099.00
Supervisor:	Assistant to The Supervisor	Hussar, Mary Ann	\$ 65,748.80
	Supervisor	Moehle, William W	\$ 96,184.00

Town of Brighton
2014 Salaried Employees
for the Jan 2, 2014 Organizational Meeting

Dept	Title	Name	1/1/2014 Annual Salary
Highway:	Accountant	Banker, Amy Jo	\$ 60,333.00
	Engineering Assistan	Sears, Kyle	\$ 47,944.00
	Foreman (Roads)	Heinsbergen, Ernest P	\$ 90,202.68
	Foreman (Roads)	Springer, Peter D	\$ 92,643.46
Library:	Account Clerk Typist	Dufresne, Anne B	\$ 39,922.00
	Administrative Analyst	Dutcher, Kathryn	\$ 53,674.00
	Librarian I	Schaeffer, Elissa A	\$ 50,929.00
	Librarian II	Bashore, Matthew L	\$ 62,903.00
	Librarian II	Fretz, Lynne K	\$ 62,903.00
	Librarian II	Viviani, Deena M	\$ 62,903.00
	Librarian II	Yerkes, Kory Ann	\$ 57,097.00
	Library Aide	Drumm, Rebecca A	\$ 27,145.00
	Library Aide	Montean, Gail A	\$ 27,145.00
	Library Clerk	Mancuso, Jennifer L	\$ 35,149.00
	Library Director III	Ries-Taggart, Jennifer T	\$ 100,828.00
	Network Technician	Sanna, Dominick Mario	\$ 50,116.00
	Sr Library Clerk	Rosenberg, Judy	\$ 42,336.00
Sewer:	Sewer Construction Inspector	Zimmer, Stephen	\$ 84,366.04

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, 2300 Elmwood Avenue, in said Town of Brighton on the 2nd day of January, 2014.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

RESOLVED, that correspondence dated December 9, 2013 from Administrative Court Clerk, Dianne Burdett, regarding authorization for the Supervisor to execute contract extensions with the Town Court's stenographers, language interpreters and interpreters for the hearing impaired for calendar year 2014, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the Supervisor to execute contract extensions with the Town Court's stenographers, language interpreters and interpreters for the hearing impaired for calendar year 2014 contingent on the review and approval of the form of said contracts by the Attorney to the Town.

Dated: January 2, 2014

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

JUSTICE COURT

TOWN OF BRIGHTON

MONROE COUNTY

2300 ELMWOOD AVENUE, ROCHESTER, NY 14618

PHONE: (585) 784-5152 FAX: (585) 784-5380

<http://www.townofbrighton.org>

JUSTICES
KAREN MORRIS
JOHN A. FALK

COURT ADMINISTRATOR
DIANNE BURDETT
ASSISTANT COURT CLERK
MARY JO SCHILLER

December 9, 2013

Town of Brighton
Finance and Administrative Services Committee
2300 Elmwood Avenue
Rochester, N.Y. 14618

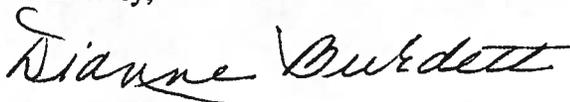
Re: Renewal of Service Agreements

Dear Finance Committee Members,

The court is requesting approval to renew our service agreements for the 2014 calendar year. The agreements are with the court's stenographers, language interpreters and interpreters for the hearing impaired. Fees for these services remain unchanged from last year. Copies of the service agreements are enclosed for your review.

I am happy to answer any questions you may have with respect to these service providers. They continue to provide professional services to the court and I am recommending their contracts be renewed.

Sincerely,



Dianne Burdett
Administrative Court Clerk

Enclosures

cc: Suzanne Zaso, Finance Director
file

AGREEMENT

THIS AGREEMENT, made this 1st day of January, 2014,
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 **FMI Interpreting Services, Inc.**, with offices at (or residing
at) **955 Buffalo Rd., Ste. 10, Rochester, NY 14624**, 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: Interpreting services for deaf or hearing impaired persons
during court appearances.
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

Sixty-five Dollars (\$65.00) for the first hour and on a pro-rated basis for any additional time. Said sum shall be paid as follows: in a timely manner by the Town of Brighton upon receipt of an invoice to the court.

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 Administrative Court Clerk, 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 annually budgeted therefore.

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.

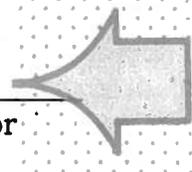
7. The Contractor covenants and agrees that it will conduct itself consistent with its status, said status being that of an independent contractor, and that its employees or agents will neither hold themselves out nor claim to be an officer or employee of the Town of Brighton, not make claim to any rights 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 Moehle, Supervisor



By: _____

(Print Name)

Fed. I.D. # or Social Security #

AGREEMENT

THIS AGREEMENT, made this 1st day of January, 2014,
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 **Frank A. Scarcelli**, with offices at (or residing at)
133 Raleigh St., Rochester, NY 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: Court reporting services and transcripts as requested.

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 _____
_____ DOLLARS (\$_____). Said sum shall be paid as follows:
\$72.00 appearance fee (or first 2 hrs.); \$36.00 thereafter, for each additional

hour; \$3.65/page for transcript; \$5.00 for expedited transcript.

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 Administrative Court Clerk, 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 annually budgeted therefore.

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.

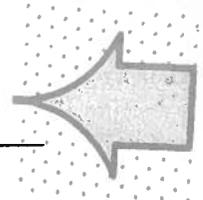
Town of Brighton

By: _____
William Moehle, Supervisor

By: _____

(Print Name)

Fed. I.D. # or Social Security #



**SIGN
HERE**

AGREEMENT

THIS AGREEMENT, made this 1st day of January, 2014,
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 **M.E. Services Communication, Inc.**, with offices at (or
residing at) **P.O. Box 30577, Rochester, NY 14603**, 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: Language interpreting services for court sessions as
requested.
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

Sixty-five Dollars (\$65.00)/4 hour session; One Hundred Thirty (\$130)/full day session. Said sum shall be paid as follows: in a timely manner by the Town of Brighton upon receipt of an invoice to the court.

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 Administrative Court Clerk, 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 annually budgeted therefore.

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.

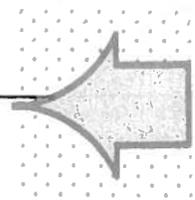
Town of Brighton

By: _____
William Moehle, Supervisor

By: _____

(Print Name)

Fed. I.D. # or Social Security #



**SIGN
HERE**

AGREEMENT

THIS AGREEMENT, made this 1st day of January, 2014,
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 **Edith E. Forbes**, with offices at (or residing at)
21 Woodcrest Dr., Batavia, NY 14020, 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: Court reporting services and transcripts as requested.

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 _____
_____ DOLLARS (\$_____). Said sum shall be paid as follows:

\$72.00 appearance fee (or first 2 hrs.); \$36.00 thereafter, for each additional hour; \$3.65/page for transcript; \$5.00 for expedited transcript.

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 Administrative Court Clerk, 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 annually budgeted therefore.

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

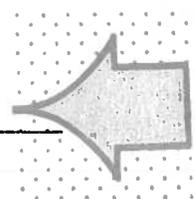
with its status, said status being that of an independent contractor, and that its employees or agents will neither hold themselves out nor claim to be an officer or employee of the Town of Brighton, not make claim to any rights accruing thereto, including, but not limited to, Workers' Compensation, 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 Moehle, Supervisor



**SIGN
HERE**

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 2nd day of January, 2014.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

RESOLVED, that the Town Board hereby reappoints Shubhangi Gandhi and Erinn Ryen as members of the Sustainability Oversight Committee effective nunc pro tunc January 1, 2014 through December 31, 2015

Dated: January 2, 2014

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 2nd day of January, 2014.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

RESOLVED, that a proposed amendment to the Town's Personnel Policy entitled "Compensation for Police Captains" submitted by Police Chief Mark T. Henderson dated November 26, 2013, along with the Memorandum of Understanding signed by Police Captains Charles David Catholdi and Robert Cline agreeing to said amendment, be received and filed; and be it further

RESOLVED, that the Town Board hereby approves the amendment to the Town's Personnel Policy entitled "Compensation for Police Captains," in the form presented to this meeting.

Dated: January 2, 2014

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

November 26, 2013

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

Re: Town Personnel Policy-Compensation for Police Captains

The Captains in the Brighton Police Department are non-represented management confidential employees.

The compensation for Brighton Police Captains is identified in the Town of Brighton Personnel Policies & Procedures.

In the past the compensation for Police Captains has been evaluated after a successor agreement between the Town of Brighton and the Brighton Police Patrolmen's Association has been signed and formalized. At this time a tentative agreement has been reached and formal language changes are being finalized. At this time it is not anticipated that the successor agreement will be signed and formalized by January 1, 2014.

The Brighton Police Captains have agreed to enter into a Memorandum of Understanding that identifies the Excellus Core-Plan as "the base plan" for the Town of Brighton and that the Town will pay 95% of the premium costs of the base plan. Captains that elect the Excellus Mid-plan will be personally responsible for all costs beyond 95% of the premium cost for the Excellus Core-plan.

The remainder of the Town Personnel Policy-Compensation for Police Captains will be reviewed after the successor agreement has been formalized.

Sincerely,

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

Mark T. Henderson
Chief of Police

attachment

MEMORANDUM OF UNDERSTANDING

Whereas the Town of Brighton and the Brighton Police Patrolmen's Association have agreed to tentative terms for a successor agreement to the Collective Bargaining Agreement between the Town of Brighton and the Brighton Police Patrolmen's Association that was scheduled to expire on 12/31/2013, the exact language has not been formalized and the successor agreement has not been formally executed and signed by both parties.

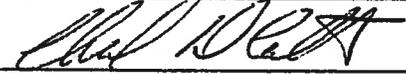
Whereas the Town of Brighton has a Town Personnel Policy-Compensation for Police Captains that specifically identifies Health Care in the policy.

It is hereby understood that effective January 1, 2014 the Town will pay a defined contribution of 95% of the premium costs for "the base plan" (Excellus Core-plan) for the eligible level of coverage designated by the member (single, two-person, family).

Captains who elect the Excellus mid-plan will be responsible for all costs above and beyond 95% of the premium costs for the Excellus Core-plan.

All other terms and conditions of the Town Personnel Policy-Compensation for Police Captains will be reviewed after the formal execution of the successor agreement between the Town of Brighton and the Brighton Police Patrolmen's Association.

Signed  Robert Cline Date 11/26/13

Signed  Charles David Catholdi Date 11/26/13

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 2nd day of January, 2014.

PRESENT:

WILLIAM W. MOEHLE,

Supervisor

JAMES R. VOGEL

LOUISE NOVROS

CHRISTOPHER K. WERNER

JASON S. DIPONZIO

Councilpersons

RESOLVED, that a memorandum dated December 23, 2013 from Director of Finance Suzanne Zaso, regarding authorization for the Supervisor to execute proposal and letter of engagement with Raymond F. Wager, CPA to provide 2013 year-end auditing with accounting and policy compliance services for 2014, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorize the Supervisor to accept and execute a proposal and letter of engagement with Raymond F. Wager, CPA to provide 2013 year-end auditing along with accounting and policy compliance services as requested in 2014 with a base fee not exceeding \$21,850 with an option to renew for up to four (4) additional years with pricing as outlined in agreement, subject to review and approval as to form by the Attorney to the Town.

Dated: January 2, 2014

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 *SZ*
Date: December 23, 2013
Subject: Authorization for Independent Audit and Accounting Services and Annual Engagement Letter with Raymond F. Wager CPA, P.C.

The Finance Department has sought proposals from four area audit and accounting firms that specialize in municipalities to provide independent audit and accounting services to the Town. After careful review and discussion of all proposals, it is recommended to award these services to the firm of Raymond F. Wager CPA, P.C. for five years per their proposal.

My formal request to the Town Board is to accept and authorize the Supervisor to sign the five year proposal from Raymond F. Wager CPA, P.C. and to authorize the Supervisor to execute an Engagement Letter offered by Raymond F. Wager CPA, P.C. for services relating to the 2013 year-end independent audit along with accounting and policy compliance services as requested in 2014. The base fees for these services are for a total not to exceed \$21,850. Adequate funding for these services is provided for in the 2014 Town budget.

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

(Audit Administration, Fees, and Other) (Continued)

The audit documentation for this engagement is the property of Raymond F. Wager, CPA, P.C. and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to a federal cognizant agency or its designee providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Raymond F. Wager, CPA, P.C. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release or for any additional period requested by the Federal Cognizant Agency, Oversight Agency for Audit, or Pass-through Entity. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party (ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

Mr. Thomas Zuber is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fees to complete the above services for the Town of Brighton for December 31, 2013 and the four subsequent years will be computed at our regular per diem rates, plus travel and other out-of-pocket costs as follows:

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Audit of Financial Statements	\$ 14,950	\$ 15,600	\$ 16,275	\$ 17,465	\$ 18,740
Annual Financial Report - Update Document	1,100	1,150	1,200	1,250	1,300
IRS Form 990 - Library	800	825	850	875	900
Justice Accounts	2,200	2,250	2,300	2,350	2,400
Special Review - Agreed Upon Procedures	1,500	1,550	1,600	1,650	1,700
Town Clerk's Financial Records - Agreed Upon Procedures	1,300	1,350	1,400	1,450	1,500
Total	<u>\$ 21,850</u>	<u>\$ 22,725</u>	<u>\$ 23,625</u>	<u>\$ 25,040</u>	<u>\$ 26,540</u>

Other Services

If requested, we can maintain and update your depreciation records for GASB reporting and assist you with the preparation of your Management's Discussion and Analysis (MD&A) for the District's Basic Financial Statements.

(Audit Administration, Fees, and Other) (Continued)

We do not charge for any phone consultation throughout the year. If you require accounting assistance which necessitates travel to your location, we will charge an hourly rate and mileage. Our current hourly rates will be as follows:

Shareholders	\$ 165	Managers	\$ 110	Audit Supervisor	\$ 95
Senior Accountants	\$ 80	Staff Accountants	\$ 65		

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2012 peer review report accompanies this letter.

If the above terms are acceptable, please sign the enclosed copy where indicated and return it to us. Should you have any questions concerning the items discussed, please do not hesitate to call.

Sincerely,
Raymond F. Wager, CPA, P.C.



Raymond F. Wager

This letter correctly sets forth the understanding of the Town of Brighton, New York.

By: _____ Title: _____

Date: _____