

MINUTES OF TOWN BOARD MEETING
OF THE TOWN OF BRIGHTON, COUNTY OF
MONROE, NEW YORK, HELD AT THE
BRIGHTON TOWN HALL, 2300 ELMWOOD
AVENUE, ROCHESTER, NEW YORK
January 8, 2014

PRESENT:

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

MEETING CALLED TO ORDER at 7:08 PM:**RECOGNITIONS/PRESENTATIONS:**

BRIGHTON200 1814-2014 Official Proclamation of Bicentennial Year
Signing of Proclamation – Current & Past Elected Officials - Lobby Reception

Current elected town officials who signed the proclamation:

William Moehle, Supervisor	Louise Novros, Councilmember
James R. Vogel, Councilmember	Christopher K. Werner, Councilmember
Jason S. DiPonzio, Councilmember	Daniel Aman, Town Clerk

Past elected town officials who have signed the proclamation:

Sandra L. Frankel, Supervisor
Donald H. Conners, Supervisor
Richard Dollinger, Town Justice
John L. Ark, Town Justice
James E. Morris, Town Justice
John J. Darcy, Town Justice
Susan Kramarsky, Town Clerk
Allen Brown and Debbie on behalf of Marion Brown, Town Clerk
Raymond J. Tierney III, Councilmember
Sheila Gaddis, Councilmember
Sherry S. Kraus, Councilmember
Robert Barbato, Councilmember
John G. Doyle Jr., Councilmember
Lynda Goldstein, Councilmember
Joseph Rulison, Councilmember
Jeanne Hutchins, Councilmember
Michael J. Miller, Councilmember
Rudy Warren on behalf of William C. Warren III, Councilmember

OPEN FORUM:

Jennifer Wolfley
Richard Gielow

APPROVAL OF AGENDA:

Motion by Councilmember Jason DiPonzio seconded by Councilmember James Vogel to approve the agenda

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

APPROVE AND FILE TOWN BOARD MEETING MINUTES FOR:

December 11, 2013 Town Board Meeting

Motion by Councilmember Christopher Werner seconded by Councilmember Louise Novros to approve and file the aforementioned Town Board Meeting minutes

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

BIDS:

MATTER RE: Approval to solicit for proposals to provide professional services to design multi-use trail through former Farash property (see Resolution #1 and letter dated December 19, 2013 from Michael Guyon, P.E. Town Engineer).

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

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

COMMUNICATIONS:

FROM Chris Mueller, Time Warner Cable dated December 19, 2013 Re: Channels soon to expire that may or may not be renewed

Motion by Councilmember James Vogel seconded by Councilmember Jason DiPonzio that the aforementioned communications be received and filed

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

COMMITTEE REPORTS:

Community Services – Next meeting January 27, 2014 at 4:30 PM at Brookside
 Finance and Administrative Services – Next meeting 1/14 at 3:30 PM in Stage Conference Room
 Public Safety Services – Next meeting January 14, 2014 at 8:00 AM in Downstairs Meeting Room
 Public Works Services – Next meeting February 3, at 9:00 AM in Downstairs Meeting Room

NEW BUSINESS:

MATTER RE: Reading and approval of claims

Motion by Councilmember Christopher Werner seconded by Councilmember Jason DiPonzio that the Supervisor read and approve for payment the claims as set forth in Exhibit No. 2 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize Supervisor to execute agreement with Michelle Shippers to provide Public Relations and Communication services relating to Brighton's Bicentennial (see

Resolution #2 and memorandum dated December 5, 2013 from MaryAnn Hussar, Assistant to the Town Supervisor).

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. 3 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Approval to accept donation in the amount of \$500 from Mr. Harvey M. Nusbaum to be used for the upcoming 2014 July 4th celebration at Meridian Park (see Resolution #3 and letter dated December 9, 2013 from Matt Beeman, Superintendent of Parks).

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

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Approval to accept donation in the amount of \$2,500 from the Jack Lubelle Foundation to be used to support the Brighton Senior Program (see Resolution #4 and memorandum dated December 19, 2013 from Nancy McGory, Brighton Senior Program Coordinator),

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: Approval to accept donation in the amount of \$1,000 to the Brighton Police Department from Tops Market and to amend the 2014 Police Department operating budget to support same (see Resolution #6 and letter dated December 11, 2013 from Police Chief Mark Henderson).

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

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize Supervisor to execute agreement with the Skycoasters for performance at the 2014 July 4th celebration (see Resolution #5 and letter dated December 9, 2013 from Matt Beeman, Superintendent of Parks).

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

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Approval for Supervisor to execute agreement with RelComm to provide telecommunication system maintenance services for 2014 (see Resolution #7 and memorandum dated December 17, 2013 from Susan Wentworth, Coordinator of Data Processing).

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. 8 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Approval to award bid with authorization for Supervisor to execute a contract with Vision Ford to provide medium duty dump truck at a cost not to exceed \$ \$43,442. (see Resolution #8 letter dated December 13, 2013 from Timothy Keef, P.E. Commissioner of Public Works).

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. 9 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorization to reappropriate funds in the amount of \$43,442 from General Fund account at the end of 2013 to a specific Highway Dept. account in the 2014 budget to support purchase of a medium duty dump truck for the Highway Dept. (see Resolution #9 and memorandum dated December 18, 2013 from Suzanne Zaso, Director of Finance),

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: Approval to create new Full-time Senior Network Technician position in the Finance Department, add new position to Group 4 of Town's Non-Represented Employee and Wage Salary Schedule and authorize recruitment for same (see Resolution #10 and letter dated December 16, 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.11 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Receive and file Supplemental Draft Generic Environmental Impact Statement dated December 13, 2013 from the University of Rochester Re: Campus Master Plan, Institutional Planned Development project and refer to Stantec for review (see Resolution #11 and letter dated December 17, 2013 from Ramsey Boehner, Environmental Review Liaison Officer).

Motion by Councilmember James Vogel 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.12 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Approval of terms between the New York State Department of Transportation regarding maintenance of the Monroe Ave, discharge pipe located at the Monroe Avenue Citizen's Bank driveway associated with the Monroe Avenue Green Street Project (see

Resolution #12 and letter dated December 18, 2013 from Michael Guyon, P.E. Town Engineer).

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.13 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Approval to award bid with Arbor Tree Inc. to provide rental of a bucket truck with operator during 2014 (see Resolution #13 and letter dated December 27, 2013 from Timothy Keef, P.E. Commissioner of Public Works).

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 agreement with Action Telephone Exchange to provide after-hours telephone answering services for the Sewer Department for 2014 (see Resolution #14 and letter dated December 27, 2013 from Timothy Keef, P.E. Commissioner of Public Works).

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.15 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Approval of proposed meeting dates for the Parks, Recreation and Community Services Advisory Board (PARCS) for 2014 (see Resolution #15 and proposed schedule).

Motion by Councilmember Louise Novros seconded by Councilmember James Vogel that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No.16 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MEETING ADJOURNED:

Motion by Councilmember James Vogel seconded by Councilmember Louise Novros to adjourn at 8:59 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 8th 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, 2300 Elmwood Avenue, in said Town of Brighton on the 8th day of January, 2014.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

BE IT RESOLVED, that correspondence dated December 19, 2013 from Town Engineer Michael E. Guyon, P.E. seeking to authorize request for a proposal to provide professional services to design a multi-use trail through the former Farash property, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the Town Engineer to draft and issue a request for proposals to provide professional services to design a multi-use trail through the former Farash property.

Dated: January 8, 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	_____



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 19, 2013

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

Re: Farash Property
Proposed Trail
Prepare and solicit an RFP for Professional Design Services

Dear Councilperson Werner and Committee Members:

I am requesting authorization to prepare and solicit a request for proposals for professional services to design a multi-use trail through the Farash property. The trail will extend from Elmwood Avenue to Westfall Road and connect the Town Hall with Buckland Park. A schematic layout of the trail is illustrated in the Town of Brighton's Bicycle and Pedestrian Master Plan. A copy is attached. This layout indicates that the proposed trail will traverse a large extent of federal and NYSDEC wetlands. Therefore, the RFP will require that the successful bidder obtain the necessary permits and develop a design that minimizes disruption to the wetlands in accordance with the wetland permit requirements.

Funds are available in account *A. 878.Parks* to perform the professional design services for the proposed Farash property trail. Therefore, we are requesting authorization to prepare and solicit a request for proposals for professional design services for the Farash Property Trail. No action as to awarding a contract will be considered without returning to this committee.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled December 30, 2013 meeting in the event that you have any questions regarding this matter.

Respectfully,

Michael E. Guyon, P.E.
Town Engineer

cc: S. Zaso
T. Keef
S. Zimmer
Mary Ann Hussar

CLAIMS FOR APPROVAL AT TOWN BOARD MEETING

January 8, 2014

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

A - GENERAL	\$	<u>457,086.55</u>
D - HIGHWAY		<u>254,209.26</u>
H - CAPITAL		<u>8,795.22</u>
L - LIBRARY		<u>27,080.94</u>
SF - FIRE DIST		<u>3,000.00</u>
SK - SIDEWALK DIST		<u>8,028.21</u>
SR-REFUSE DISTRICT		<u>67,684.19</u>
SS - SEWER DIST		<u>73,883.98</u>
TA - AGENCY TRUST		<u>4,341.77</u>
TE - EXPENDABLE TRUST		<u>2,846.20</u>
	TOTAL \$	<u>906,956.32</u>

UPON ROLL CALL

MOTION CARRIED _____

APPROVED BY:

SUPERVISOR_____
COUNCIL MEMBER_____
COUNCIL MEMBER

TO THE SUPERVISOR:

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

DATE_____
TOWN CLERK

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, 2300 Elmwood Avenue, in said Town of Brighton on the 8th day of January, 2014.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

BE IT RESOLVED, that a memorandum dated December 5, 2013 from Assistant to the Supervisor MaryAnn Hussar regarding a request to authorize the Supervisor to execute an agreement with Michelle Shippers to provide Public Relations and Communications services relating to the Town's bicentennial celebration known as "Brighton200", be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the Supervisor to execute an agreement with Michelle Shippers to provide Public Relations and Communications services relating to the Town's bicentennial celebration known as "Brighton200", said agreement having already been reviewed and approved by the Attorney to the Town.

Dated: January 8, 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	_____



~~Brighton~~
200

MEMORANDUM

To: Members of the Finance and Administrative Services Committee
The Honorable Town Board

From: MaryAnn Hussar, Assistant to the Town Supervisor 

Date: December 5, 2013

Subject: Request to authorize Supervisor to execute Professional Services Agreement with Michelle Shippers

Requesting authorization for the Supervisor to execute a professional services agreement with Michelle Shippers to provide promotional and external communication services to the Town of Brighton for events and activity associated with the Bicentennial celebration, known as Brighton200.

I will be available at the Tuesday, December 17, 2013 FASC meeting to answer any questions. Proposed agreement is attached for your review and consideration.

M. Hussar

AGREEMENT

THIS AGREEMENT, effective this ____ day of _____ 201_, 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 MICHELLE INCLEMA-SHIPPERS located at _____, Rochester, New York 14 __, hereinafter referred to as the "Contractor".

WITNESSETH

WHEREAS, the Town 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:
____ Professional Communications and Public Relations Services for all activity and events associated with the Brighton200 Bicentennial Celebration_, as required by the Town and directed by the Town Supervisor and/or his designee.

2. The terms of this agreement are based on a per project basis as outlined in Section 1 hereof; and will continue until final deliverables of services, deemed to be satisfactory by the Town Supervisor, have been received by the Town. This contract may be terminated by the Town upon written notice to the Contractor.

3. The Town hereby agrees to pay the Contractor a sum \$20.00 per hour compensation due to the Contractor over the course of the contract, 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 claim vouchers, with such information and documentation necessary to substantiate the claim, approved by the Town Supervisor, or

by his designee, (Weekly Town approved supporting work description with time allocated/spent) audited by the Director of Finance of the Town, 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 and Contractor will not have use of any, not limited to, intellectual property, printed collateral and or logos or any printed materials representing the project, the Town or any entities thereof.

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

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 there under without prior written consent of the Town.

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 officers or employees of the Town, 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 persons due to such persons' 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 identify, defend and hold the Town 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 this _____ day of _____ 201_.

By: _____

William W. Moehle, Supervisor

Town of Brighton

By: _____

Contractor

(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 8th day of January, 2014.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

BE IT RESOLVED, that correspondence dated December 9, 2013 from Superintendent of Parks Matt Beeman regarding a request to authorize the acceptance of a \$500.00 donation from Harvey M. Nusbaum to be used for the upcoming 2014 July 4th celebration, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the acceptance with thanks of the generous \$500.00 donation from Harvey M. Nusbaum to be used for the upcoming 2014 July 4th celebration.

Dated: January 8, 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	_____



TOWN OF BRIGHTON
RECREATION, PARKS & COMMUNITY SERVICE DEPARTMENT
220 Idlewood Road (585) 784-5260
Rochester, NY 14618 Fax: (585) 784-5365
<http://www.townofbrighton.org> TTY: (585) 784-5381

December 9, 2013

Honorable Town Board
Town of Brighton
2300 Elmwood Ave
Rochester, NY 14618

RE: \$500 Park Donation

Honorable Town Board Members:

I respectfully request your permission to accept this generous \$500 donation to The Town of Brighton Parks Department from Mr. Harvey M. Nusbaum in appreciation of the work we have done over the years within our park system. I am recommending that this donation be allocated to our celebrations budget to be used for the upcoming July 4th Celebration at Meridian Centre Park.

I will be happy to answer any questions regarding this matter.

Sincerely,

Matt Beeman
Superintendent of Parks
Town of Brighton

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, 2300 Elmwood Avenue, in said Town of Brighton on the 8th day of January, 2014.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

BE IT RESOLVED, that a memorandum dated December 19, 2013 from Brighton Senior Coordinator Nancy McGory regarding a request to authorize the acceptance of a \$2,500.00 donation from the Jack Lubelle Foundation to be used to support the Brighton Senior Program, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the acceptance with thanks of the generous \$2,500.00 donation from the Jack Lubelle Foundation to be used to support the Brighton Senior Program.

Dated: January 8, 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	_____



TOWN OF BRIGHTON
RECREATION, PARKS & COMMUNITY SERVICE DEPARTMENT

220 Idlewood Road
Rochester, NY 14618
<http://www.townofbrighton.org>

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

Date: December 19, 2013

To: The Honorable Board Members of the Town of Brighton

From: Nancy McGory, Brighton Senior Coordinator

Nancy McGory

Re: Donation

Please accept the enclosed \$2500.00 donation from the Jack Lubelle Foundation to be used to support and help fund the Brighton Senior Program.

Thank you for your attention to this matter.

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, 2300 Elmwood Avenue, in said Town of Brighton on the 8th day of January, 2014.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

BE IT RESOLVED, that correspondence dated December 11, 2013 from Chief of Police Mark T. Henderson regarding a request to authorize the acceptance of a \$1,000.00 donation from Tops Market to the Brighton Police Department, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes with thanks the acceptance of the generous \$1,000.00 donation from Tops Market to the Brighton Police Department along with approval to appropriate funds in A.POLCE 3120 4.18 Program Supplies to be fully supported by an equivalent increase in A.POLCE 3120.2705 Gifts and Donations.

Dated: January 8, 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	_____



Town of Brighton

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



Mark T. Henderson
Chief of Police

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

December 11, 2013

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

Re: \$1,000 donation from Tops Market

Dear Board Members:

The Police Department recently received a donation of \$1,000.00 from Tops Market as part of their *Grand Re-Opening* celebration.

I request that the Town Board authorize the acceptance of this gift, and that the donation be recorded as revenue to the 2014 Police Department Operating Budget, I further request that the 2014 Police Department Operating Budget be amended to increase line **A.POLCE 3120 4.18 Program Supplies by \$1, 000.00**, to be fully supported by an increase in **A.POLCE 3120.2705 Gifts and Donations**.

I have attached a copy of my letter to Tops Market expressing the department's gratitude for this generous donation.

Sincerely,

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

Mark T. Henderson
Chief of Police

attachment



Town of Brighton

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



Mark T. Henderson
Chief of Police

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

December 4, 2013

Ms. Kathleen Graim
Tops Markets
P.O. Box 1027
Buffalo, New York 14240

Dear Ms. Graim:

I am writing to express my sincere appreciation for the thoughtful and generous donation to the Brighton Police Department from Tops Market as part of the "Giving Campaign for the *Grand Re-Opening* in Brighton."

While it is not necessary to make direct donations to the department for services provided, your thoughtfulness and consideration help instill a strong community-oriented attitude in our officers.

In keeping with the spirit of your donation, I have directed that the \$1000.00 donation be placed in the 2014 budget line which supports community service functions.

On behalf of the entire Brighton Police Department, I wish to thank you for your thoughtfulness and generosity.

Respectfully,

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

Mark T. Henderson
Chief of Police

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 8th day of January, 2014.

PRESENT :

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

BE IT RESOLVED, that correspondence dated December 9, 2013 from Superintendent of Parks Matt Beeman regarding a request to authorize the Supervisor to execute an agreement with The Skycoasters for performing at the 2014 July 4th celebration, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the Supervisor to execute an agreement with The Skycoasters for performing at the 2014 July 4th celebration at a cost of \$3,500. 00.

Dated: January 8, 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	_____



TOWN OF BRIGHTON
RECREATION, PARKS & COMMUNITY SERVICE DEPARTMENT

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December 9, 2013

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

Dear Finance Committee Members:

I respectfully request that you authorize the Supervisor to execute a contract with the Skycoasters for the 2014 July 4th celebration. The cost for their performance will be \$3,500, and funding will be available from donations, or through our celebrations budget if needed. As part of their agreement, the Skycoasters are required to submit a certificate of insurance, naming the Town as certificate holder and additionally insured. The certificate will be received prior to the event.

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

Sincerely,

Matt Beeman
Superintendent of Parks
Town of Brighton

* the Skycoasters *

12 Windchase Rise
Fairport, NY 14450

This contract made on July 14, 2013, by and between the presenter and the undersigned performed as leader or attorney-in-fact and such extras as the said performer(s) may secure.

Presenter: Town of Brighton
Date: Friday, July 4, 2014
Location: Meridian Center
Type of Event: July 4 Celebration
Start/Finish Time: 8:00 – 9:30 p.m. (presenter providing stage/tent cover at their expense)
Terms Agreed Upon: \$3,500.00

The Presenter agrees to provide the following at **NO CHARGE** to the Skycoasters. If any of these listed items cannot be made available, please advise us, as we will be glad to work with you to make adjustments, or alternative arrangements. Also, please provide us with a contact name/number at your event site with whom we can discuss set-up details _____

ELECTRICITY REQUIREMENTS: Six (6) 20-amp separate dedicated circuits with nothing else connected to them and circuits need to be within 25 feet of the stage area.

STAGING: All staging, platforms, and dance flooring, need to be assembled and in place prior to the arrival of the Skycoasters' crew. **For smaller shows (i.e., weddings), if you do not want the band on a stage, that is fine...it is your choice.**

If you do choose to have a stage, we request an overall stage size of 20' x 24' or larger (we can fit into smaller space if need be) and the entire stage can be one level. Please make sure the 24' side of the stage is facing the audience.

For **larger shows**, when using a drum riser on the stage: A drum riser measuring 8' wide and 8' deep x 1' high and should be located in the center towards back of stage.

We're glad to help you, or your contact, with any staging questions.

PARKING: Please reserve parking spaces for the Skycoasters' vehicles (two trucks and a bus), adjacent to the event location.

WEATHER: If the performance is to be outside, the presenter is requested to provide protection, such as a stage roof (covering) and plastic or tarps for instruments, sound and lighting equipment, in case of rain or other inclement weather.

HOSPITALITY: It would be appreciated if you could provide cold soft drinks and a sandwich platter for the band & crew (approximately 15 people). The crew set up for the show in the late afternoon/early evening and then stay right on through the evening for the show.

DRESSING ROOM: If possible, a dressing room prior to, and during the show, would be appreciated for changing costumes.

Please Note: NO deposit is due with this signed contract. Full payment is due the night of the performance and you can give the check made payable to Skycoasters LLC to Jerry Boone.

This contract shall bind and benefit the parties jointly and severally, and each and any performer or extra may enforce it. This contract constitutes the entire agreement between the parties with respect to its subject matter. It cannot be changed or waived in whole, or in part, except by a signed writing.

Presenter: Town of Brighton

Auth. Signature _____

Office # _____

Home # _____

Fax # _____

Performer: Skycoasters LLC

Auth. Signature Jerry Boone

Secretary – Barbara @ home in the evenings – (585) 223-9524

Fax # (585) 223-9524

Tax I.D. #16-1437850

The Skycoasters were Voted #1 Band in Rochester!
We look forward to your event and delighting you and your audience!

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 8th day of January, 2014.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

BE IT RESOLVED, that a memorandum dated December 17, 2013 from Coordinator of Data Processing Susan Wentworth regarding a request to authorize the Supervisor to execute an agreement with Rel Comm, Inc. to provide telecommunication systems maintenance services for calendar year 2014 at a rate of \$795.00 per month, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the Supervisor to execute an agreement with Rel Comm, Inc. to provide telecommunication systems maintenance services for calendar year 2014 at a rate of \$795.00 per month.

Dated: January 8, 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	_____



TOWN OF BRIGHTON
2300 ELMWOOD AVENUE
ROCHESTER, NEW YORK 14618
(585) 784-5390 Fax (585) 784-5396

MEMORANDUM

To: The Honorable Finance Committee
From: Susan Wentworth, Coordinator of Data Processing
Date: December 17, 2013
Subject: Request Town Board action to Authorize the Town Supervisor to execute the Telecommunication System Maintenance Agreement with RelComm, Inc. for 2014

The Town of Brighton's Mitel phone system is covered under an annual support agreement with RelComm, Inc.

The Telecommunication System Maintenance Agreement describes the warranty period and the existing equipment to be covered for support. All pricing is on NY State contract through 1/6/2018.

Rel Comm no longer includes the UPS Battery Backups in their maintenance agreements. These are standard APC units where the batteries can be purchased from any supplier so necessary replacements can be made in house as needed without affecting the function of the phone switches. The net effect of this new agreement will be a decrease of \$22.00 from \$817 to \$795 per month from January 1, 2014 through December 31, 2014.

The maintenance has been an ongoing shared expense for the following budgets: Highway (A.HWY.5132), Court (A.JSTCE.1110), Police (A.POLCE.3120), Recreation (A.REC.7020), Shared Services (A.SSVCS.1620) and Library (L.LIBRY.7410).

This request is for authorization for the Town Supervisor to approve the attached maintenance agreement with Rel Comm, Inc.

Thank you for your consideration.

Susan A. Wentworth

Rel Comm

"Voice & Data Communications"

Reliable
Customer
Care

Town of Brighton RCC SUPPORT AGREEMENT

Rel Comm, Inc. hereby agrees to provide Support Services for the Communications Equipment as listed in the attached Rate and Inventory sheet. Any additional equipment leased or sold to *Town of Brighton* shall become part of this agreement at the next billing cycle. Rel Comm, Inc. shall keep the entire system in good working condition and furnish all parts and labor necessary to accomplish this. Any malfunction that cannot be immediately isolated to a specific piece of equipment or service will require the participation of Rel Comm, Inc. and all other service suppliers until responsibility for the problem has been determined. Rel Comm, Inc. has the responsibility to assure, with best efforts, participation of all applicable service suppliers. Expenses incurred for service supplier's services shall be borne by the responsible party. In no instance shall the failure to resolve the issue of responsibility relieve Rel Comm, Inc. of the obligation to restore system operation with the least impact on the functional operation of the telephone system.

Rel Comm., Inc. shall effectively provide Support on equipment listed in the Rate and Inventory Section.

Rel Comm., Inc. shall maintain a spare parts inventory at the servicing support facility.

Town of Brighton shall have no responsibility for any costs other than the cost of this Support agreement without its prior written agreement.

PAYMENT

Rel Comm, Inc. will invoice *Town of Brighton* monthly in advance for the Support charge. Payment will be made within 30 days of receipt of invoice.

RATE

Rel Comm, Inc. will not adjust the Support charge per item for the duration of this contract. Any items purchased / leased within the contract term shall become part of this agreement at the next billing cycle, and charged at the same rate from the first 12 months. If Rel Comm, Inc. requires an adjustment in any of the rates, Rel Comm, Inc. will give a 30 day written notice before the adjustment becomes valid.

Rochester, New York

250 Cumberland St.
Suite 214
Rochester, NY 14605
Voice: 585.546.8888
Fax: 585.546.8925

Buffalo, New York

4230-B Ridge Lea Rd.
Suite 112
Amherst, NY 14226
Voice: 716.204.4444
Fax 716.204.0010

Syracuse, New York

6838 Ellicott Dr.
East Syracuse, NY 13204
Voice: 315.422.9700
Fax: 315.438.3142

Raleigh, North Carolina

.1191 West Chatham St.
Cary, NC 27513
Voice: 919.210.3500
Fax: 919.433.3119

TERM

This agreement is a 12-month contract from January 1, 2014 through December 31, 2014. Rel Comm, Inc. reserves the right to cancel this agreement with 30-days written notice to the customer, or should the customer become delinquent in payment. The Town of Brighton reserves the right to cancel this agreement with 30-days written notice to Rel Comm, Inc.

LIMITS OF LIABILITY

Rel Comm, Inc. shall not be liable to the user for any consequential damages for interruption of service, which the user may incur as a result of equipment failure.

NOTICES

Any communication to Rel Comm, Inc. shall be deemed given when sent prepaid certified mail and addressed to Rel Comm, Inc. at its address, as appearing on this or at such address as the party may have requested in writing.

SUCCESSORS OR PARTIES BOUND

This agreement and all its Terms and Conditions shall inure to and become binding upon the Heirs, Executors, Administrators, Successors and Assigns of Parties hereto.

Town of Brighton SUPPORT RATE AND INVENTORY

Quantity	Description	Unit Price	Extended Cost
224	Active Telephone Ports	\$2.00	\$448.00
27	Active Trunk / T1 Ports	\$1.00	\$27.00
8	Voice Mail Ports	\$15.00	\$120.00
10	Network Equipment	\$20.00	\$200.00
TOTAL MONTHLY CHARGE:			\$795.00

*Quantities may vary based on final configuration.

Original Installation: 10/31/2011

System Type: Mitel 5000 HX controllers, networked over IP

System Notes: SWA is covered until 11/04/2016

Inclusions/Exclusions: This contract covers all sites and network equipment.
(Please include additional covered locations) UPS is not covered under the scope of this agreement.

Rochester, New York
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Fax: 919.433.3119



RCC PREMIUM LEVEL SUPPORT AGREEMENT INCLUSIONS / EXCLUSIONS

Support Services shall include:

- Regular service during business hours, within (1) business day from request.
- Emergency service during business hours (in the event of total or substantial system failure) within two (2) hours.
- Emergency service after business hours, (in the event of total or substantial system failure) within three (3) hours.
****Business hours are Monday thru Friday 8:00am – 5:00pm.****
- Discounted labor rate for Adds, Moves & Changes:
Rate for NON-Supported customers \$95.00 per hour
Rate for Supported customer \$85.00 per hour
After Hours / 1.5 Multiplier
Holidays / 2.0 Multiplier
- Standard Mitel Software Assurance coverage
- Labor for Mitel Software Upgrades included
- Remote Programming, up to 15 minutes
- Additional on-site End User training, up to 2 hours (upon request / scheduling availability)
- Annual on-site Preventative Maintenance visit by certified technician

Support Service shall not include:

- The repair or replacement of equipment that has become defective as a result of an accident, physical abuse or misuse, acts of God or any other reason other than normal wear and/or manufacturer's defects.
- Any repairs caused externally to the equipment as a result of loss of air conditioning or electric power.
- Any software defects or damage to system software program caused by environmental or equipment malfunctions.
- Any non-supported/discontinued equipment by manufacturer - Rel-Comm, Inc. will make best effort to repair equipment dependent upon parts availability. Upgrade/replacement options will be provided when repair efforts cannot be completed.
- Any Pre-existing problems.
- Servicing equipment not detailed in the rate and equipment section.
- UPS is not covered under the scope of this agreement.

Rochester, New York

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1191 West Chatham St.
Cary, NC 27513
Voice: 919.210.3500
Fax: 919.433.3119

Contract Execution –

End User Company: Town of Brighton

Bill-To Address: _____ Ship-To Address: _____

End User Name/Title: Supervisor, Town of Brighton William Muehle
(Please Print)

End User Signature: _____ Date: _____

Vendor Name: Rel Comm, Inc.
Vendor Address: 250 Cumberland Street Suite 214
Rochester, NY 14605
Phone | 585-546-8888
Fax | 585-546-8925

Rel Comm Representative: Kelly Kaye / CFO
(Please Print)

Rel Comm Signature: _____ Date: _____

SUPPORT START DATE:

01/01/2014- 12/31/2014

 SALESMAN: Jaclyn Scalera

The above costs are good for 30 days. Please ask for new quote if not signed within 30 days of receipt.

Rochester, New York
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Rochester, NY 14605
Voice: 585.546.8888
Fax: 585.546.8925

Buffalo, New York
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1191 West Chatham St.
Cary, NC 27513
Voice: 919.210.3500
Fax: 919.433.3119

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 8th day of January, 2014.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

BE IT RESOLVED, that correspondence dated December 13, 2013 from Commissioner of Public Works Timothy E. Keef, P.E. regarding a request to authorize the Supervisor to execute an agreement with Vision Ford to purchase a medium duty dump truck for the price of \$43,442.00 based upon a bid that was publicly advertised and opened on December 10, 2013, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the Supervisor to execute an agreement with Vision Ford to purchase a medium duty dump truck for the price of \$43,442.00 which was the lowest bid from a responsive and responsible bidder submitted to the Town in response to its public solicitation.

Dated: January 8, 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	_____



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 13, 2013

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

re: Award of Contract
Furnish and Deliver One Medium Dump Truck (Highway Department)

Dear Chairman Werner and Committee Members:

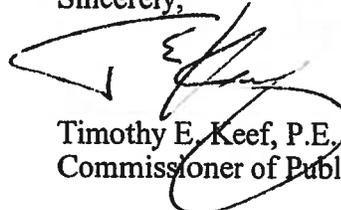
The above bid was publicly advertized and publicly opened on December 10, 2013, all as required by law. A copy of the advertisement and of the bid tabulation are attached for your reference. Based upon the bid submittals, the following is recommended:

- 1) That a bid be awarded for the above equipment to the low, responsive and responsible bidder, Vision Ford, in the bid amount of \$43,442.00;
- 2) The Supervisor be authorized to execute an agreement with the bidder for this contract.

Funds are available in the 2013 D.HWY.5130 2.22 account for this purpose.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled December 17, 2013 meeting in the event that you have any questions regarding this matter.

Sincerely,



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

TEK/wpd

attachments

cc: T. Anderson
S. Zaso
A. Banker

FASC.HWY.MED.DUMP.TRUCK.DEC.2013.01R

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 8th day of January, 2014.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

BE IT RESOLVED, that a memorandum dated December 18, 2013 from Director of Finance Suzanne Zaso regarding a request to authorize the reappropriation of \$43,442.00 from the highway fund balance to the highway machinery truck account (D.HWY.5130 2.22) to fund the purchase of a medium duty dump truck, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the reappropriation of \$43,442.00 from the highway fund balance to the highway machinery truck account (D.HWY.5130 2.22) to fund the purchase of a medium duty dump truck.

Dated: January 8, 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 
Date: December 18, 2013
Subject: Budget Re-Appropriation for Highway Truck

At the November 13, 2013, Town Board meeting a resolution was passed to transfer \$50,000 from road salt to trucks in the highway fund to purchase a replacement medium duty truck. Bids were solicited and we expect an award by the Town Board to Vision Ford in the amount of \$43,442 at their January 8, 2014 meeting. Since the truck order cannot be placed until Town Board approval, the funds budgeted in 2013 will fall to fund balance in the highway fund at year-end 2013. I am recommending that the Town Board authorize the re-appropriation of these funds in the 2014 budget so this purchase can be made as intended.

The formal action that I am requesting of the Town Board is to re-appropriate \$43,442 in 2014 from highway fund balance to the highway machinery truck account (D.HWY.5130 2.22).

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.

Copy to: T. Keef
T. Anderson
A. Banker

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 8th day of January, 2014.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

BE IT RESOLVED, that correspondence dated December 16, 2013 from Director of Finance Suzanne Zaso regarding a request to authorize the creation of a new full-time Senior Network Technician position (at 35 hours per week) under Information Systems, to authorize the recruitment of a person to fill said newly created position and to amend the Town's Non-Represented Employee Salary and Wage Schedule by adding such position to Group 4, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the creation of a new full-time Senior Network Technician position (at 35 hours per week) under Information Systems, to authorize the recruitment of a person to fill said newly created position and to amend the Town's Non-Represented Employee Salary and Wage Schedule by adding such position to Group 4.

Dated: January 8, 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) 784-5211 Fax (585) 784-5396

December 16, 2013

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

Re: Create Full-Time Senior Network Technician Position and Authorize Recruitment

Dear Honorable Members:

In November the Town Board authorized the creation of a Network Technician position under Information Systems in the Finance Department and authorized recruitment of same. After interviewing candidates from the Civil Service list for this position it was determined that a higher title and salary was necessary to secure a qualified applicant for the duties being requested. Therefore, I am requesting that the Town Board consider creating the position of Senior Network Technician under Information Systems.

The formal action requested of the Town Board is to create a full-time Senior Network Technician position (at 35 hours per week) under Information Systems and to authorize recruitment of same. It is also requested that this position be added to Group 4 of the Town's Non-Represented Employee Salary and Wage Schedule.

I will be happy to answer any questions regarding this matter

Sincerely,

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

Suzanne E. Zaso
Director of Finance

Cc: Gary Brandt, Director of Personnel
Sue Wentworth, Coordinator of Data Processing

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 8th day of January, 2014.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

BE IT RESOLVED, that correspondence dated December 17, 2013 from Environmental Review Liaison Officer Ramsey A. Boehner regarding a request to receive and file the Supplemental Draft Generic Environmental Impact Statement for the University of Rochester South Campus Project, together with the letter dated December 13, 2013 from Thomas Greiner, Jr. Esq and correspondence dated December 13, 2013, from Dennis J. Kennelly, P.E., Vice President T.Y.Lin International which were submitted therewith, and the Comment and Response Report to the 2005 Draft Environmental Impact Statement, be received and filed by the Town as lead agency for the project under SEQRA; and be it further

RESOLVED, that the Town Board directs the Environmental Review Liaison Officer to forward all of the above to Stantec to obtain its report and assistance in reviewing the above for completeness and adequacy for public review.

Dated: January 8, 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	_____



TOWN OF BRIGHTON
MONROE COUNTY, NEW YORK

December 17, 2013

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

Re: Supplemental Draft Generic Environmental Impact Statement for the University of Rochester South Campus Project

Honorable Supervisor and Members:

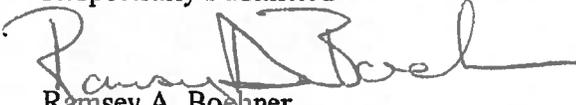
I recommend that your Honorable Body, as lead agency, receive and file the following:

1. This letter along with the letter from Thomas C. Greiner Jr. to Ramsey Boehner dated December 13, 2013;
2. Supplemental Draft Generic Environmental Impact Statement (SDGEIS) for the Project; and
3. Comment and Response Report to the 2005 DEIS ("Comment and Response Supplement").

I further recommend that Town Board direct the Environmental Review Liaison Officer to forward the SDGEIS and Comment and Response Supplement to Stantec for their assistance in reviewing the SDGEIS for completeness and adequacy for public review.

The SDGEIS and the Comment and Response Supplement were received by the Building and Planning Department on December 13, 2013. Upon receipt of a submitted Draft Environmental Impact Statement (DEIS), the lead agency has 45 days to determine whether the document is adequate for public review in terms of scope and content

Respectfully Submitted



Ramsey A. Boehner
Environmental Review Liaison Officer

cc: T. Keef



December 13, 2013

Town of Brighton
Town Planner
2300 Elmwood Avenue
Rochester, NY 14618

ATTN: Mr. Ramsey Boehner

RE: U of R SDGEIS Review

Dear Mr. Boehner:

The purpose of this letter is to provide responses to the November 22, 2013 review comment letter, prepared by the Town and Stantec, and to transmit the Revised Draft of the University of Rochester's IPD Rezoning Supplemental Draft Generic Impact Statement (S-DGEIS). Four copies of the S-DGEIS are enclosed; two copies will be delivered to Stantec.

The numbered comments below correspond to the November 22, 2013 letter; comment followed by response.

Traffic/Transportation Network

- 1). We have requested twice, as has the Town, for confirmation that the traffic counts taken (latest 2006 and many older) are still valid. The letter from MCDOT is not enough. The MCDOT even notes in a footnote below the table that while there was been little growth in traffic in Monroe County, that around the U of R a 1.5% increase per year might be expected. That is greater than the factors used by the Applicant to expand the old traffic counts used in the latest study through the year 2013. The need for updated traffic counts/verification has been discussed with the Applicant consultant more than once. Some new traffic counts need to be taken while the U of R is in session to show that they are still valid. If the counts are not valid, then all new traffic counts need to be obtained and the traffic analysis needs to be revised to reflect the updated counts.

Response: The traffic volumes used for the analysis were compared with more recent 24 hour counts available from MCDOT. However, with respect to your request to provide updated traffic counts to validate the counts within the Town of Brighton, we offer the following:

New turning movement counts were obtained at the following intersections on December 3, 2013 and December 4, 2013:

- ***Rt. 15 (W. Henrietta Rd) and Doncaster Road***
- ***Rt. 15 (W. Henrietta Rd) and Southland Drive***
- ***East River Road and Crittenden Road***

The counts were taken during the following time periods:

AM peak period 7:00 AM – 9:00 AM

PM peak period 4:00 PM – 6:00 PM

The following table provides a comparison between the existing 2013 traffic volumes (calculated from the 2006 volumes) and the newly collected volumes. The traffic count volume sheets are included in Appendix E of the SDGEIS.

Intersection	AM Peak Hour			PM Peak Hour		
	Existing (2013 IPD) Overall Intersection Volume	12/2013 Counts Overall Intersection Volume	Percent Change w/ Existing Volume	Existing (2013 IPD) Overall Intersection Volume	12/2013 Counts Overall Intersection volume	Percent Change w/ Existing Volume
W. Henrietta and Southland Drive	2556	2250	-11.97%	3146	2856	-9.22%
W. Henrietta and Doncaster Road	2432	2201	-9.50%	3007	2703	-10.11%
East River Rd and Crittenden Rd	685	564	-17.66%	624	609	-2.40%

As indicated in the table above, the traffic volumes established for the existing AM and PM peak hour conditions in the U of R S-DGEIS are greater than the traffic volumes that were recently counted during the peak hours at the three intersections studied. An expanded version of the table with volumes for each movement is included in Appendix E of the SDGEIS.

As stated on our previous correspondence, all of the original traffic volume counts were grown by approximately 1% to 1.2% per year to determine the Existing Conditions traffic volumes. Using a 1.5% growth rate within the area surrounding the U of R as suggested by MCDOT's footnote in their April 2, 1013 Traffic Volume Trend Memo is not appropriate for this project as new trips generated by the U of R are included in the trip generation for the project. The additional growth rate would inflate the background traffic volumes and could curtail mitigation associated with the U of R development. After observing the three intersections during the AM and PM peak hours, the existing volumes used in the TIS for the U of R SDGEIS are conservative. As previously discussed, new traffic volume counts will be conducted when the TIS for the U of R, IPD is updated in 2015.

- 2). Response #35 should identify and show the location of all existing and proposed trail connections.

Response: The Town's Pedestrian and Bicycle Master Plan identifies the Lehigh Valley Trail, which runs along the western edge of the south Campus site, as a major north-south trail. There is an existing connection to this trail via the sidewalk along the south side of East River Road. This trail connection will remain, and serve as the point of trail access for the South Campus development. A figure has been added to the SDGEIS depicting the connection to the Lehigh Valley Trail and the linkages made from that trail to the north and south.

- 3). Response #37 must include that the Town shall be reimbursed for all costs associated with the review of each submitted Traffic Study.

Response: The U of R will reimburse the Town of Brighton for all costs associated with the review of traffic studies associated with the development of the South Campus Master Plan.

Water Resources, Stormwater Runoff

- 1). It is mentioned in Response #6 (of the T.Y. Lin International November 1, 2013 letter to the Town) that "several mitigation measures were identified that could be implemented on the U of R property that will reduce runoff volumes to the flooding area at the back of the homes on Crittenden Road." Please identify/discuss these specific mitigation measures (which are detailed Drainage Report) in the SDGEIS text.

Response: A summary of the three Furlong Creek watershed improvement amenities, which are detailed in the Drainage Report, has been added to the S-DGEIS text as requested.

- 2). Response #7. It is stated that "existing topographic information and grading plans have been provided to the Town and have also been included in this updated information." Where specifically is this information presented? Please note that the Topography, Geology and Soils sections do not include the updated topographical information as those sections still state "This section of the DGEIS remains unchanged, and is therefore incorporated by reference". Please include any updated topographic information contained in the Drainage Report in the main text of the SDGEIS.

Response: The conceptual grading plans, which contain existing and proposed topographic information, have been included in the S-DGEIS as Appendix G. The conceptual grading plans are also provided in the Drainage Report.

- 3). It is our understanding that the University of Rochester has agreed to participate in a future drainage study of the Furlong Creek watershed. Furthermore, the consultant has indicated that SDGEIS for the IPD Rezoning will include a hydrologic analysis of the Furlong Creek Watershed. We applaud the inclusion of the Furlong Creek watershed in the SDGEIS. However, the SDGEIS should include a discussion of this watershed and the appropriate supporting documentation including mapping of the watershed area.

Response: A detailed hydrologic analysis of Furlong Creek, including a map and explanation of the map's derivation, is included in Section 9 of the Drainage Report 9 (Appendix A of the S-DGEIS). A summary of the analysis methodology and findings is included in the S-DGEIS text.

- 4). The Response to our September 11, 2013 comment letter states, "Since proposed future drainage conditions will result in reduced outflows and volumes from the site, a downstream analysis was not completed". The Drainage Report concludes that proposed stormwater management improvements will limit the run-off rates generated by the proposed development to those flows generated by the existing site. However, the stormwater management facilities release the proposed peak run-off rates over a longer period of time which may cause the peak flows rates from the development to coincide with the watershed peak flow rates. The combination of these peak flow rates could produce downstream flows that exceed the existing flows. The intent of the downstream analysis is to confirm that the proposed development does not result in an increase of peak downstream run-off rates. The downstream analysis must be completed.

Response: Section 6 of the Drainage Report has been revised to show the re-zone runoff rates to the wetlands. This section does not take into account the culvert restrictions for the wetland discharge. Section 7 of the Drainage Report includes a downstream study which both looks at flows and volumes into and out-of the wetlands along with the timing and effects to the larger surrounding watersheds. A summary of this information is provided in the S-DGEIS text.

- 5). The hydrologic model contained in the drainage calculations assumes a zero run-off release rate from the wetland in Drainage Area 3 for the existing and proposed conditions. Over time a zero run-off rate would cause the wetland water elevation to continually and permanently rise until it overflowed the lowest restriction and there would no longer be a zero run-off discharge rate. The release rate from Drainage Area 3 should be determined based upon the lowest restriction, the high point within the existing channel along the east side of the trail. We suggest that the Drainage Area 3 proposed condition include an outfall pipe that maintains the existing wetland water elevation and directs the stormwater released from the wetland area to the west side of the trail south to Furlong creek.

Response: An outfall structure to control the permanent water surface elevation of the South Wetland has been added as an amenity item. The proposed structure and its design and effects are detailed in Section 9 of the Drainage Report. A summary of this measure and its design is included in the S-DGEIS text.

- 6). The SDGEIS concludes that the Canal is considered a 5th order stream. Documentation supporting this conclusion must be provided.

Response: Documentation following the increasing storm order has been provided in the mapping section of the Drainage Report (Figure L of Appendix A in the Drainage Report) located in Appendix A of the SDGEIS.

- 7). Page 29 states, "The post-mitigation measures were taken as the "existing conditions" for the proposed improvements baseline analysis to ensure that the proposed development would not retract the benefits achieved from this mitigation". Including the post mitigation measures will increase the existing run-off rates experienced by Drainage Area 3 which may allow for greater proposed development discharge rates. The existing conditions should not include the post-mitigation measures.

Response: The Drainage Report and S-DGEIS text summaries have been revised per the comment above. Any reference to existing conditions in either of these documents refers to pre-amenity inclusion (or current state) conditions. Section #9 of the Drainage Report shows the 'after amenity inclusion' hydrologic findings.

- 8). The RRv analysis should evaluate the required and provided RRv for each drainage area.

Response: A summary of the RRv calculations and results is provided in Table 10.1 of the Drainage Report. Calculations for the required and provided RRv are provided in Appendix C of the Drainage Report in the worksheet entitled "Stormwater Management Planning & Practice Selection Worksheet for New Development". A separate worksheet is provided for each of the drainage areas that contain development and stormwater mitigation.

- 9). The Tables labeled TSS Comparison of Pre-&Post Construction Pollutant Loading and TP Comparison of Pre-& Post Construction Pollutant Loading indicate that the Proposed Pollutant Loading, (Pre WQv practices) is substantially less than the Existing Pollutant Loading. Generally the proposed conditions, pre WQv Practice result in higher pollutant loads than the existing conditions hence, the need for WQv practices. Please confirm the pollutant loading values included in the referenced table.

Response: The pollutant loading calculations have been revised in the calculation worksheet found in Appendix C of the Drainage Report and in the summary Tables 11.4 and 11.5 in the drainage report. The changes that were made were: the green area was divided into lawn and woods/meadow and the amount of pollutant removal for practices in series was approximately cut in half for each consecutive measure. For example, the first practice provides 85% TSS removal. The second practice in the series would provide 80% TSS removal but because it is second in the series a rate of approximately 40% was used. The third practice in the series would provide 80% TSS removal but a rate of 20% was used.

The results of the calculations still showed a reduction in pollutants from existing conditions to proposed, for Drainage Area #1. This is a result of the reduction in both drainage area and lawn area with development. Drainage Area #2 & #3, as expected, showed an increase in pollutant discharge with proposed conditions. Drainage Area #4 also showed a decrease as a result of a decrease in drainage area and removal of developed areas from this area.

The calculations use the 'Simple Method' which determines pollutant loading by annual runoff. Annual runoff is based on the Rv value or percent impervious. Proposed drainage Area #4 does not contain any impervious area; therefore, it resulted in a 0 runoff value. In actuality, it will produce a very minor amount of pollutant runoff and certainly will produce rainfall runoff; but it will still be a substantial reduction from current conditions.

When stormwater management measures were considered, the pollutant loading for Drainage Area #3 was less than existing conditions. Drainage Area #2 had a minor increase in Pollutant loading with proposed conditions. This is acceptable as Drainage Area #2 discharges to the Erie Canal which is a dredged and maintained waterway system.

- 10). Page 31 states, "Alternatively 75% of the water quality volume may be provided with an alternative practice". Chapter 9 of the NYS Stormwater Management Design Manual provides alternatives to the technical standards that would be acceptable for certain redevelopment projects. When physical constraints in a redevelopment situation are present, such as those described in Section 9.3.1, the alternative stormwater management practices and sizing criteria presented in Chapter 9 may be used. If the alternative sizing and selection of stormwater management controls are utilized the SDGEIS must demonstrate that the redevelopment conditions meet the application criteria in Section 9.3.1.

Response: Alternative stormwater management practices are not utilized in this design. To avoid confusion, references to alternative uses for redevelopment have been removed from the text of the SDGEIS and the Drainage Report.

- 11). Regarding Drainage Area 3, the former drainage study stored and controlled the stormwater discharge rate prior to the existing wetland area. It appears that the existing wetland is being used to provide stormwater detention for the project. This practice is generally unacceptable by the NYSDEC. Stormwater quantity control should be provided prior to the discharge of stormwater to the existing wetland.

Response: The existing and proposed runoff rates both into and out of the wetlands have been analyzed. Section 6 of the Drainage Report compares existing and proposed runoff rates into the wetlands. The proposed runoff rate to the wetland is less than existing conditions. Section #7 of the Drainage Report shows existing and proposed runoff rates out of the wetlands.

- 12). A comparison of pre developed and post developed stormwater discharge volumes should be provided for each discharge point. If infiltration is not practical it should not be considered as a method to reduce the volume of run-off generated by a particular area.

Response: *The Drainage Report and S-DGEIS text state that infiltration practices are incorporated as required in the Design Standards but all runoff is assumed to reach the detention or downstream watershed (thus zero infiltration). The pre- and post-development volumes to each of the receiving waters and wetlands are shown in Section #8 of the Drainage Report.*

- 13). Section 9 of the drainage study discusses the reduced flows to Furlong Creek; however supporting documentation is not provided in the SDGEIS. Supporting documentation must be provided.

Response: *Section 9 of the Drainage Report contains detailed information about the effects of the future development to Furlong Creek. A summary of this information is provided in the SDGEIS.*

Terrestrial and Aquatic Ecology

- 1). Response #33 does not include all the information pursuant to the Town's EPOD regulations, including the required tree survey.

Response: *The tree survey conducted in 2005 has been updated, and the results of the new survey can be found in Appendix B of the SDGEIS.*

Land Use and Zoning

- 1). Response #34 states that a table has been added to this section depicting the GSF of each existing building, the gross square footage per acre of all existing and proposed buildings based on the total project area, and on the proposed area of disturbance". On page 48 of the DGEIS, IPD area and density calculations are provided for the entire property, not for each building as requested. The gross square footage of each existing building must be provided. Figure 4 does contain a breakdown of building square footages for each building. The entire current development plan must be included in Figure 4. The information provided in Figure 4 should be included in the information provided on page 48 in order to present a complete depiction all in one location.

Response: *The gross square footage of each existing building has been added to the Land Use and Zoning section. Additionally, the IPD area density calculations have been clarified, and the information provided on Figure 4 has been included in the narrative section.*

Utilities/Energy

- 1). Page 20, 2nd last paragraph. Please provide any written correspondence from the MCWA that they concur with the modeling of the expected flows, and that they concur that the proposed systems are capable of serving the existing, new and proposed future domestic and fire flow loads without affecting pressures in the existing services.

Response: We are continuing to work with the MCWA with regard to the modeling of expected flows. Email correspondence located in Appendix F of the SDGEIS points out that that following a meeting with the MCWA, it was the suggestion of the MCWA that we tie into the existing six inch water main to create a loop, as shown on the plan included in Appendix F. That loop is currently being designed for submittal to the MCWA for review and approval. Once formal notification is received from MCWA that they concur with the modeling and system improvements as proposed, we will forward that response on to the Town of Brighton.

Potential Significant Adverse Impacts/Mitigation

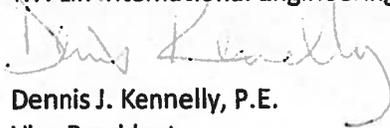
- 1). Response #18: Each subject area shall present all impacts and all mitigation measures. The noted mitigation measures lack sufficient detail and are unclear. The discussion of the proposed mitigation measures for each subject area must be greatly expanded.

Response: The section pertaining to proposed mitigation measures has been expanded to provide more detail. The expanded discussion is located in the S-DGEIS preceding the Mitigation Summary Table.

Please contact me if you have any questions or if further information is needed to complete your review of the responses and the additional information provided.

Sincerely,

T.Y. Lin International Engineering, Architecture and Land Surveying, P.C.



Dennis J. Kennelly, P.E.
Vice President

DJK/sw

w/enclosures

cc: Mike Flanigan, Stantec
Bill Holthoff, Stantec
Jose Fernandez, University of Rochester
James Wentworth, University of Rochester
Tom Greiner, Nixon Peabody

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 8th day of January, 2014.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

BE IT RESOLVED, that correspondence dated December 18, 2013 from Town Engineer Michael E. Guyon, P.E. regarding a request to authorize by resolution certain maintenance work to be performed in connection with the Monroe Avenue Green Streets pilot project infrastructure improvements, adjacent to 2000 Monroe Avenue, and as more fully detailed in said letter, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the Town to be responsible for the performance of certain maintenance work in connection with the Monroe Avenue Green Streets pilot project infrastructure improvements, adjacent to 2000 Monroe Avenue, and as more fully detailed in the above referenced letter.

Dated: January 8, 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	_____



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 18, 2013

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

Re: Monroe Avenue Green Street Pilot Project
New York State Department of Transportation
Maintenance Agreement

Dear Councilperson Werner and Committee Members:

The NYSDOT has requested that the Town approve a maintenance resolution for the Monroe Ave. Green Streets pilot project infrastructure improvements including the discharge pipe to the existing New York State Department of Transportation manhole at the Citizen's Bank driveway. The Town will be responsible to perform the following maintenance tasks:

1. Six, (6) Month Intervals – The Town of Brighton will review the Pilot Project area to ensure that the inlets and overflow opening are not obstructed. Any material blocking these openings must be removed immediately. An observation well is provided to investigate and confirm that the underdrain piping is functioning. Review the green infrastructure media and confirm that stormwater is infiltrating through the media.
2. As Necessary – Reinforce green infrastructure plantings and add new plants as needed to maintain plant density. Weed the green infrastructure landscape area as needed.
3. Annually – Add organic compost and mulch to maintain a 4" – 6" thick landscaping bed. No chemical fertilizers are to be used.

I am requesting that the FASC recommend that the Town Board authorize the Town Supervisor to consider the resolution described above at the next Town Board meeting.

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

Sincerely,

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

Cc: Suzanne Zaso
Tim Keef

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, 2300 Elmwood Avenue, in said Town of Brighton on the 8th day of January, 2014.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

BE IT RESOLVED, that correspondence dated December 13, 2013 from Commissioner of Public Works Timothy E. Keef, P.E. regarding a request to authorize the Supervisor to execute an agreement with Arbor Tree, Inc. for rental of a Bucket Truck with Operator during 2014 at a price of \$89.48 per hour, not to exceed 254 hours and \$22,728.00, based upon a bid that was publicly advertised and opened on December 16, 2013, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the Supervisor to execute an agreement with Arbor Tree, Inc. for rental of a Bucket Truck with Operator during 2014 at a price of \$89.48 per hour not to exceed 254 hours and \$22,728.00 which was the lowest bid from responsive and responsible bidders submitted to the Town in response to its public solicitation.

Dated: January 8, 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	_____



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 27, 2013

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

re: Award of Contract
Rental of Bucket Truck with Operator

Dear Chairman Werner and Committee Members:

I recommend that a bid be awarded for the above equipment rental to the low, responsive bidder, Arbor Tree, Inc., in the base bid amount of \$89.48/hour, not to exceed 254 hours and \$22,728.00.

The bid was publicly advertized and publicly opened, all as required by law. A copy of the bid tabulation is attached for your reference. Funds are available in the 2014 budget, A.DPW 8560 4.43 account, for this purpose.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled December 30, 2013 meeting in the event that you have any questions regarding this matter.

Very truly yours,

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

TEK/wp

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

RENTAL OF BUCKET TRUCK, WITH QUALIFIED OPERATOR (2014), Monday, December 16, 2013 @ 9:30 AM

NAME	PER HOUR				
Davey Tree	\$91.				
Arbor Tree Experts	\$89.48				

STATE OF NEW YORK
Ontario County

STATE OF NEW YORK
Monroe County

LEGAL NOTICE

ADVERTISEMENT FOR BIDS

The Town of Brighton, Monroe County, New York will receive sealed bids for:
RENTAL OF A BUCKET TRUCK, WITH QUALIFIED OPERATOR (2014)
Sealed Bids will be received and bids publicly opened and read at the following place and time:

Place: Town of Brighton
Dept. of Public Works
2300 Elmwood Avenue
Rushster, New York 14618

Date: December 16, 2013

Time: 9:30 A.M. Local Time

The work consists of one contract for the furnishing of the services of a bucket truck with 65' arm, with qualified operator, for use by the Town in the trimming and removal of street trees. The foregoing is a general outline of work only and shall not be construed as a complete description of the work to be performed under the contract. Specifications are available for inspection at the above location and may be obtained there. Bids must be made in writing on the forms furnished.

The Town of Brighton is exempt under New York State Tax law, and therefore, no sales tax on the cost of materials incorporated into the project shall be included in the bid.

All prices/bid shall be good for a period of sixty (60) days after opening. The Town of Brighton reserves the right to consider bids for sixty (60) days after their receipt before awarding any contract. The Town of Brighton further reserves the right to reject any and all bids, and to accept any Proposal or individual item or items, which it may deem to be the most favorable to its best interests.

A noncollusive bidding certificate shall be included with each bid.

The attention of the Bidder is call to the requirements as to the conditions of employment and the minimum wage rates to be paid under this contract.

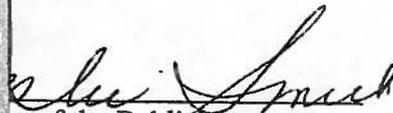
Dated: December 5, 2013

Town of Brighton

Timothy E. Keef, P.E.
Commissioner of Public Works
(5 85)784-5223

De 05
02540962

sworn, depose and saith that she
bookkeeper for
W-PITTSFORD POST
Newspaper
d, County of Monroe and State of New York
that a notice of which the
copy, was published in the said
once in each week
mencing on the
OF DECEMBER 2013
ENDING ON
OF DECEMBER 2013


n of the Publisher

subscribed and sworn on before me, this 6TH day
OF DECEMBER 2013


Notary Public, State of NY

Legal # 02540962

BARBARA S. CONNELLY
Notary Public In The State Of New York
Monroe County
Commission Expires Jan 21, 2014

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 8th day of January, 2014.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

BE IT RESOLVED, that correspondence dated December 27, 2013 from Commissioner of Public Works Timothy E. Keef, P.E. regarding a request to authorize the Supervisor to execute an agreement with Action Telephone to provide after hours answering services for calendar year 2014 at a cost not to exceed \$750.00 with an option to renew said agreement for three additional one-year periods, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the Supervisor to execute an agreement with Action Telephone to provide after hours answering services for calendar year 2014 at a cost not to exceed \$750.00 with an option to renew said agreement for three additional one-year periods.

Dated: January 8, 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	_____



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 27, 2013

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

re: Award of Contract
Provisions of 24/7 Answering Services for Sewer Department

Dear Chairman Werner and Committee Members:

Per price quotations received, it is recommended that an agreement be executed with Action Telephone for the provisions of after hours answering services for one year in an amount not to exceed \$750.00, expiring on December 31, 2014, with an annual option to renew for years 2015 -2017. Funds have been included in this year's budget for this service. Please note that the not to exceed contract amount is in excess of the quoted price, which provides for some flexibility in the event that the after hours phone calls received are greater than that estimated in the RFQ. This particular vendor has provided quality service in prior years for incoming calls after normal working hours and on weekends, and has consistently performed in the capacity intended.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled December 30, 2013 meeting in the event that you have any questions regarding this matter.

Very truly yours,

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

TEK/wp

cc: T. Anderson
S. Zimmer
C. Infantino
S. Zaso
A. Banker

FAX COVER SHEET

Action Telephone Exchange
www.ActionTelephone.com
Phone: (585) 232-3920
Fax: (585) 232-3174

Attention: <i>Cathi Infantino</i>	From: <i>Barbara Russo</i>
Company: <i>Town of Brighton</i>	Date: <i>12/13/13</i>
Fax number: <i>784-5385</i>	Subject: <i>Quote</i>

Total pages, including cover:

Comments:

Happy Holidays to all!

CONFIDENTIALITY NOTICE

The documents accompanying this fax transmission contain confidential information belonging to the sender, which is legally privileged. This information is intended for the use of the individual or entity named above. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or use of the contents of this faxed information for any purpose whatsoever is strictly prohibited. If you have received this faxed material in error, please notify us at the above telephone IMMEDIATELY to arrange for the return of the faxed documents to us.

5857845385

09:52:01 12-13-2013

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REQUEST FOR QUOTE

TOWN OF BRIGHTON HIGHWAY/SEWER DEPARTMENT
1941 ELMWOOD AVENUE * ROCHESTER, NY 14620
(585) 784-5280 * FAX (585) 784-5385

DATE OF REQUEST 12/12/13

REQUESTED BY CATHI INFANTINO

TERMS:

- 1) PLEASE COMPLETE THIS "REQUEST FOR QUOTE", SIGN & DATE AND RETURN TO THIS AGENCY BY DATE INDICATED.
- 2) QUOTATIONS MUST BE RECEIVED BY 12/19/13
- 3) THIS REQUEST IMPLIES NO OBLIGATION TO PURCHASE ON THE PART OF THE TOWN OF BRIGHTON.
- 4) ALL QUOTATIONS ARE F.O.B. DESTINATION, UNLESS OTHERWISE SPECIFIED.
- 5) ALL QUOTES SHALL BE VALID FOR 12 MONTHS, UNLESS OTHERWISE INDICATED HERE RENEWABLE ADDITIONAL 3 yrs
- 6) VENDOR WILL DELIVER ON SCHEDULED BUSINESS DAYS AFTER RECEIPT OF ORDER, UNLESS OTHERWISE INDICATED HERE SEE SPECS.
- 7) QUOTES THAT ARE NOT SIGNED MAY NOT BE ACCEPTED.
- 8) IF YOUR PRODUCT/SERVICE DEVIATES FROM THE SPECIFICATIONS BELOW, PLEASE NOTE THE EXCEPTION ON THIS FORM. INCLUDE BRAND NAME AND LITERATURE IF OFFERING OTHER THAN STATED MANUFACTURER. FAILURE TO PROVIDE THIS INFORMATION MAY RESULT IN THE REJECTION OF THE BID. ALL QUANTITIES BELOW ARE ESTIMATES USED FOR QUOTE COMPARISON AND MAY DIFFER FROM ACTUAL QUANTITIES PURCHASED.
- 9) MUST BE MANUFACTURER LISTED OR APPROVED EQUAL.

QTY	SIZE	ITEM DESCRIPTION	MFG NAME	MFG #	UNIT COST	EXTENSION
12	MOS.	TELEPHONE ANSWERING SERVICES			41.00	492.00
240	MIN	CALLS PLACED/RECEIVED			.43	103.20
					FREIGHT	
					GRAND TOTAL	595.20

COMPANY NAME: Action TELEPHONE

ADDRESS: 28 Richmond St.

CITY: Roch, NY 14607

PHONE: 232-3920

STATE: _____ ZIP: _____

FAX: 232-3174

I, (PRINT NAME) _____ ACTING AS AN AUTHORIZED AGENT FOR _____
 PROPOSE TO FURNISH THE ITEM(S) AND/OR SERVICE(S) AS DESCRIBED ABOVE PER THE TERMS OF THE BID, TO DELIVER BY THE DATE
 STATED AND ACKNOWLEDGE THAT THIS CONSTITUTES A BID, AND DOES NOT REPRESENT AN ORDER FROM THE TOWN OF BRIGHTON.

AUTHORIZED SIGNATURE Barbara Gresso

DATE 12-13-13

AUTHORIZED TITLE General Manager

Transmission Report

Date/Time
Local ID 1

12-13-2013
5857845385

09:54:45

Transmit Header Text
Local Name 1

This document : Confirmed
(reduced sample and details below)
Document size : 8.5"x11"

REQUEST FOR QUOTE

TOWN OF BRIGHTON HIGHWAY/SEWER DEPARTMENT
1841 ELMWOOD AVENUE * ROCHESTER, NY 14620
(585) 784-5280 * FAX (585) 784-5385

DATE OF REQUEST 12/12/13

REQUESTED BY CATHI INFANTINO

TERMS:

- 1) PLEASE COMPLETE THIS 'REQUEST FOR QUOTE', SIGN & DATE AND RETURN TO THIS AGENCY BY DATE INDICATED.
- 2) QUOTATIONS MUST BE RECEIVED BY 12/19/13.
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- 9) MUST BE MANUFACTURER LISTED OR APPROVED EQUAL.

QTY	SIZE	ITEM DESCRIPTION	MFG NAME	MFG #	UNIT COST	EXTENSION
12	mos.	TELEPHONE ANSWERING SERVICES				
240	MIN	CALLS PLACED/RECEIVED				
FREIGHT						
GRAND TOTAL						

COMPANY NAME: MTS PARK RIDGE EXCHANGE
 ADDRESS: 3252 W RIDGE RD
 CITY: ROCKY HILL STATE: _____ ZIP: _____
 PHONE: 723-6300 FAX: 507-3732

I (PRINT NAME) _____ ACTING AS AN AUTHORIZED AGENT FOR _____
 PROPOSE TO FURNISH THE ITEM(S) AND/OR SERVICE(S) AS DESCRIBED ABOVE PER THE TERMS OF THE BID, TO DELIVER BY THE DATE STATED AND ACKNOWLEDGE THAT THIS CONSTITUTES A BID, AND DOES NOT REPRESENT AN ORDER FROM THE TOWN OF BRIGHTON.

AUTHORIZED SIGNATURE _____ DATE _____
 AUTHORIZED TITLE _____

Total Pages Scanned : 2

Total Pages Confirmed : 3

No.	Job	Remote Station	Start Time	Duration	Pages	Line	Mode	Job Type	Results
001	092	2273732	09:51:39 12-13-2013	00:01:38	3/2	1	EC	HS	CP26400

Abbreviations:

HS: Host send	PL: Polled local	MP: Mailbox print	CP: Completed	TS: Terminated by system
HR: Host receive	PR: Polled remote	RP: Report	FA: Fail	G3: Group 3
WS: Waiting send	MS: Mailbox save	FF: Fax Forward	TU: Terminated by user	EC: Error Correct

Transmission Report

Date/Time
Local ID 1

12-13-2013
5857845385

09:52:43

Transmit Header Text
Local Name 1

**This document : Confirmed
(reduced sample and details below)**

Document size : 8.5"x11"

REQUEST FOR QUOTE

TOWN OF BRIGHTON HIGHWAY/SEWER DEPARTMENT
1941 ELMWOOD AVENUE ROCHESTER, NY 14620
(585) 784-5280 * FAX (585) 784-5385

DATE OF REQUEST 12/13/13

REQUESTED BY CATHY KWENTUS

TERMS:

- 1) PLEASE COMPLETE THIS REQUEST FOR QUOTE, SIGN & DATE AND RETURN TO THIS AGENCY BY DATE INDICATED.
- 2) QUOTATIONS MUST BE RECEIVED BY 12/19/13
- 3) THIS REQUEST IMPLIES NO OBLIGATION TO PURCHASE ON THE PART OF THE TOWN OF BRIGHTON.
- 4) ALL QUOTATIONS ARE F.O.B. DESTINATION, UNLESS OTHERWISE SPECIFIED.
- 5) ALL QUOTES SHALL BE VALID FOR 12 MONTHS, UNLESS OTHERWISE INDICATED HERE RENEWABLE ADDITIONAL 3 yrs
- 6) VENDOR WILL DELIVER ON SCHEDULED BUSINESS DAYS AFTER RECEIPT OF ORDER, UNLESS OTHERWISE INDICATED HERE SEE SPECS
- 7) QUOTES THAT ARE NOT SIGNED MAY NOT BE ACCEPTED.
- 8) IF YOUR PRODUCT/SERVICE DEVIATES FROM THE SPECIFICATIONS BELOW, PLEASE NOTE THE EXCEPTION ON THIS FORM. INCLUDE BRAND NAME AND LITERATURE IF OFFERING OTHER THAN STATED MANUFACTURER. FAILURE TO PROVIDE THIS INFORMATION MAY RESULT IN THE REJECTION OF THE BID. ALL QUANTITIES BELOW ARE ESTIMATES USED FOR QUOTE COMPARISON AND MAY DIFFER FROM ACTUAL QUANTITIES PURCHASED.
- 9) MUST BE MANUFACTURER LISTED OR APPROVED EQUAL.

QTY	SIZE	ITEM DESCRIPTION	MFG NAME	MFG #	UNIT COST	EXTENSION
18	MOS.	TELEPHONE ANSWERING SERVICES				
240	MIN	CALLS PLACED/RECEIVED				
FREIGHT						
GRAND TOTAL						

COMPANY NAME ACTIVIA TELEPHONE

ADDRESS 28 Richmond St.

CITY ROCH, NY 14607

PHONE 232-3920

STATE _____ ZIP _____

FAX 232-3174

I, (PRINT NAME) _____ ACTING AS AN AUTHORIZED AGENT FOR _____ PROPOSE TO FURNISH THE ITEM(S) AND/OR SERVICE(S) AS DESCRIBED ABOVE PER THE TERMS OF THE BID, TO DELIVER BY THE DATE STATED AND ACKNOWLEDGE THAT THIS CONSTITUTES A BID, AND DOES NOT REPRESENT AN ORDER FROM THE TOWN OF BRIGHTON.

AUTHORIZED SIGNATURE _____

DATE _____

AUTHORIZED TITLE _____

Total Pages Scanned : 2

Total Pages Confirmed : 3

No.	Job	Remote Station	Start Time	Duration	Pages	Line	Mode	Job Type	Results
001	091	5852323174	09:51:23 12-13-2013	00:00:55	3/2	1	EC	HS	CP24000

Abbreviations:

- | | | | | |
|------------------|-------------------|-------------------|------------------------|--------------------------|
| HS: Host send | PL: Polled local | MP: Mailbox print | CP: Completed | TS: Terminated by system |
| HR: Host receive | PR: Polled remote | RP: Report | FA: Fail | G3: Group 3 |
| WS: Waiting send | MS: Mailbox save | FF: Fax Forward | TU: Terminated by user | EC: Error Correct |

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 8th 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 Parks, Recreation and
Community Services Advisory Board meeting dates is hereby received and filed; and be
it further

RESOLVED, that the Town Board hereby adopts the schedule of 2014 Parks,
Recreation and Community Services Advisory Board meeting dates as received and
filed.

Dated: January 8, 2014

UPON ROLL CALL VOTE

WILLIAM W. MOEHLE

JAMES R. VOGEL

LOUISE NOVROS

JASON S. DIPONZIO

CHRISTOPHER K. WERNER

**Brighton Parks, Recreation and Community Services
Advisory Board**

**MEETING DATES
FOR 2014**

*Unless notified otherwise, all meetings are scheduled to begin at 4:30 pm.
Meetings will be held in the Brookside Senior Lounge.*

DATE

January 27th

February 24th

March 24th

April 28th

May 19th

June 23rd

July 28th

August 25th

September 22nd

October 27th

November 24th

December 29th