

**TOWN OF BRIGHTON TOWN BOARD
FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE
MEETING AGENDA**

**Meeting Date: Tuesday, August 18, 2015 (3:30 pm)
Location: Stage Conference Room, Brighton Town Hall**

1. Approval of Minutes – Receive and file minutes of the August 4, 2015 meeting.
2. Declare Equipment as Surplus for Auction (Highway) – Request from Tim Anderson for Town Board action to declare items of equipment as surplus and authorize for auction (see letter from T. Anderson).
3. Budget Transfer (Highway) – Request from Tim Anderson for Town Board authorization to transfer \$12,000 from the road repair account to snow & ice removal to support equipment repairs (see letter from T. Anderson).
4. Contract with Rochester-Monroe County Youth Bureau (Rec. Dept.) – Request from Rebecca Cotter for Town Board action to authorize the Supervisor to execute an agreement with the Rochester-Monroe County Youth Bureau for 2015 in an amount not to exceed \$7,213 to support the Town's Youth Asset Building/Positive Youth Development Initiative (see letter from R. Cotter).
5. Bid Proposals for Senior Transportation (Recreation) – Request from Rebecca Cotter for Town Board authorization to seek bid proposals for transportation services for the Senior program (see letter from R. Cotter).
6. Budget Transfers (Finance Dept.) – Request from Suzanne Zaso for Town Board action to approve various budget transfers within the 2015 budget (see memo from S. Zaso).

The next regularly scheduled meeting of the FASC will be held **Tuesday, September 1, 2015 at 3:30 pm**, in the Stage Conference Room of the Brighton Town Hall. All members of the public are invited to attend FASC meetings.



Town Of Brighton

Operations Center

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

2.

August 14, 2015

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

Re: Authorize Disposal of Equipment

Honorable Members:

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

- (1) 1997 Mack 6WH Dump Truck VIN 1M2P288C5VM022285, Asset # 022285
- (1) Snow Plow Asset #003764
- (1) Wing Plow S/N 11BRA 334NL

I further recommend that I be authorized to dispose of this equipment through Roy Teitsworth, Inc. at a municipal auction scheduled for October 3, 2015.

Sincerely,

Timothy J. Anderson
Deputy Highway Superintendent

Cc: M. Hussar
S. Zaso
T. Keef
A. Banker



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3.

August 17, 2015

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

Re: Transfer of funds - Machinery

Honorable Members:

I recommend that a transfer be approved from:

Highway – Road Repair – Sewer Repair Materials (D.HWY.5110 4.07) in the amount of \$12,000

to:

Highway – Snow & Ice – Vehicle Parts (D.HWY.5142 4.08) in the amount of \$12,000.

The funds are proposed to be used to for additional unanticipated repairs to snow removal equipment.

Sincerely,

Timothy J. Anderson
Deputy Highway Superintendent

Cc: M. Hussar
S. Zaso
T. Keef
A. Banker

4.



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

August 17, 2015

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

Re: Rochester-Monroe County Youth Bureau Contract

Dear Finance Committee Members:

I respectfully recommend that you authorize the Supervisor to execute an agreement, as well as any additional paperwork as required, with the Rochester Monroe County Youth Bureau for the Town's 2015 funding. According to the terms of the contract, the County shall reimburse the Town in the amount not to exceed \$7,213. As you are aware, this funding is used in the development of our Youth Asset Building/Positive Youth Development Initiative. It is matched to partially offset the salary of the Recreation Director in her work with this program.

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

Sincerely,

Rebecca J. Cotter
Recreation Director

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August 17, 2015

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

Re: Bids for Senior Transportation

Dear Finance Committee Members:

I respectfully request your permission to seek bids for our 2016 day to day transportation services for the Brighton Senior Program.

Funding is available in our 2016 budget, and I will be happy to answer any questions you may have regarding this matter.

Sincerely,

Rebecca Cotter

Rebecca Cotter
Recreation Director
Town of Brighton



TOWN OF BRIGHTON
Suzanne Zaso, Director of Finance
2300 ELMWOOD AVENUE
ROCHESTER, NEW YORK 14618
(585) 784-5210 Fax (585) 784-5396

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August 18, 2015

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

RE: 2015 Budget Transfers

Dear Board Members:

I am requesting Town Board authorization to record the attached 2015 budget transfers. These requested transfers are necessary to reflect changes that have occurred since the adoption of the 2015 budget (see attached).

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

Sincerely,

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

Suzanne Zaso
Director of Finance

Attachment