

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
November 10, 2015

Present:

Supervisor William Moehle
Councilmember James Vogel
Councilmember Louise Novros
Councilmember Jason DiPonzio
Councilmember Christopher Werner

Daniel Aman, Town Clerk
Kenneth Gordon, Attorney for the Town
Mark Henderson, Chief of Police
Tim Keef, Commissioner of Public Works
Suzanne Zaso, Director of Finance

MEETING CALLED TO ORDER AT 7:03 PM:**OPEN FORUM:**

No Speakers

APPROVAL OF AGENDA:

Motion by Councilmember Christopher Werner seconded by Councilmember James Vogel to approve the agenda

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

APPROVE AND FILE TOWN BOARD MEETING MINUTES FOR:

October 14, 2015 Town Board Meeting
October 28, 2015 Town Board Meeting

Motion by Councilmember Louise Novros seconded by Councilmember Jason DiPonzio to approve and file the aforementioned minutes

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

COMMUNICATIONS:

FROM: Mary Plummer to Supervisor, dated November 3, 2015 regarding the proposed Whole Foods Plaza project.

FROM: Chris Mueller from Time Warner Cable dated November 4, 2015 to Supervisor regarding various Cable channel and/or service changes.

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

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

COMMITTEE REPORTS:

Parks and Recreation & Community Services – Has not met since the last Town Board meeting; Next mtg 11/23/15 at 4:30 PM at Brookside School.

Finance and Administrative Services – Met on 11/3/15; next meeting 11/17/15 at 3:30 PM in the Stage Conference Room at Town Hall.

Public Safety Services – Met on 11/10/15; next meeting 12/8/15 at 8:00 AM in the Downstairs Meeting Room at Town Hall.

Public Works Services – Met on 11/3/15; next meeting 12/1/15 at 9:00 AM in the Downstairs Meeting Room at Town Hall.

OLD BUSINESS:

None

NEW BUSINESS:**MATTER RE:** Reading and approval of claims

Motion by Councilmember Christopher Werner seconded by Councilmember Jason DiPonzio that the Supervisor read and approve for payment the claims as set forth in Exhibit No. 1 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize Supervisor to execute agreement with Electronic Field Productions Inc. to provide video production and cable television management services for 2016 (*see Resolution #1 and letter dated October 28, 2015 from MaryAnn Hussar, Assistant to the Town Supervisor*).

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

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Approval to declare particular highway equipment as surplus and authorize disposal of same through municipal auction and/or discarded as junk (*see Resolution #2 and letter dated October 27, 2015 from Timothy Anderson, Deputy Highway Superintendent*).

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. 3 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Approval to appoint a particular person to the open position of permanent part-time security officer/court attendant effective November 11, 2015 to fill recently vacated position due to an employee resignation (*see Resolution #3 and letter dated October 29, 2015 from Dianne Burdett, Administrative Court Clerk*).

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. 4 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Approval to promote a particular employee within the Highway Department to Motor Equipment Operator effective November 16, 2015 to fill recently vacated position due to retirement (*See Resolution #4 and letter dated October 30, 2015 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. 5 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize renewal of intermunicipal agreement with Town of Pittsford for Brighton's provision of snow and ice control on Allens Creek Road for 2015/2016 (*see Resolution #5 and letter from Timothy E. Keef, P.E., Commissioner of Public Works, dated November 2, 2015*).

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

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Approval to appropriate \$66,575 in pre-authorized grant funding from the Monroe County Community Development Block Grant program to support the Crittenden Road sidewalk project (see *Resolution #6 and letter dated November 2, 2015 from Michael Guyon, PE Town Engineer*).

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

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Approval of new policy to provide health insurance declination provision to non-represented, non-elected full-time employees (see *Resolution #7 and memorandum dated November 3, 2015 from Suzanne Zaso, Director of Finance and Tricia Van Putte, Director of Personnel*).

Motion by Councilmember Christopher Werner seconded by Councilmember James Vogel that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 8 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Approval to amend Domestic Partner Benefits for Non-Represented Employees (see *Resolution #8/8-2 and letter dated November 3, 2015 from Suzanne Zaso, Director of Finance and Tricia VanPutte, Director of Personnel*).

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

UPON ROLL CALL VOTE

3 YES, 2 NO. MOTION CARRIED

Supervisor William Moehle Yes, Councilmember James Vogel, No, Councilmember Louise Novros Yes, Councilmember Jason DiPonzio, Yes, Councilmember Christopher Werner No.

MATTERS OF THE SUPERVISOR:

None

MATTERS OF THE ATTORNEY TO THE TOWN:

None

MATTERS OF THE TOWN CLERK:

None

MATTERS OF THE BOARD:

None

MOTION TO GO INTO EXECUTIVE SESSION:

None

ADJOURNED AT 8:26 PM:

Motion by Councilmember Christopher Werner seconded by Councilmember Jason DiPonzio to adjourn at 8:26 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 10th day of November 2015 and that I recorded said minutes of the aforesaid meeting of the Town Board of the Town of Brighton, New York.

**TOWN BOARD MEETING
November 10, 2015
7:00 P. M.
Brighton Town Hall
2300 Elmwood Avenue**

MEETING CALLED TO ORDER:

OPEN FORUM:

APPROVAL OF AGENDA:

APPROVE AND FILE TOWN BOARD MEETING MINUTES FOR:

October 14, 2015 Town Board Meeting
October 28, 2015 Town Board Meeting

COMMUNICATIONS:

FROM: Mary Plummer to Supervisor, dated November 3, 2015 regarding the proposed Whole Foods Plaza project.

FROM: Chris Mueller from Time Warner Cable dated November 4, 2015 to Supervisor regarding various Cable channel and/or service changes.

COMMITTEE REPORTS:

Parks and Recreation & Community Services
Finance and Administrative Services
Public Safety Services
Public Works Services

OLD BUSINESS:

NEW BUSINESS:

MATTER RE: Reading and approval of claims

MATTER RE: Authorize Supervisor to execute agreement with Electronic Field Productions Inc. to provide video production and cable television management services for 2016 (*see Resolution #1 and letter dated October 28, 2015 from MaryAnn Hussar, Assistant to the Town Supervisor*).

MATTER RE: Approval to declare particular highway equipment as surplus and authorize disposal of same through municipal auction and/or discarded as junk (*see Resolution #2 and letter dated October 27, 2015 from Timothy Anderson, Deputy Highway Superintendent*).

MATTER RE: Approval to appoint a particular person to the open position of permanent part-time security officer/court attendant effective November 11, 2015 to fill recently vacated position due to an employee resignation (*see Resolution #3 and letter dated October 29, 2015 from Dianne Burdett, Administrative Court Clerk*).

- MATTER RE:** Approval to promote a particular employee within the Highway Department to Motor Equipment Operator effective November 16, 2015 to fill recently vacated position due to retirement (*See Resolution #4 and letter dated October 30, 2015 from Timothy Keef, P.E. Commissioner of Public Works*).
- MATTER RE:** Authorize renewal of intermunicipal agreement with Town of Pittsford for Brighton's provision of snow and ice control on Allens Creek Road for 2015/2016 (*see Resolution #5 and letter from Timothy E. Keef, P.E., Commissioner of Public Works, dated November 2, 2015*).
- MATTER RE:** Approval to appropriate \$66,575 in pre-authorized grant funding from the Monroe County Community Development Block Grant program to support the Crittenden Road sidewalk project (*see Resolution #6 and letter dated November 2, 2015 from Michael Guyon, PE Town Engineer*).
- MATTER RE:** Approval of new policy to provide health insurance declination provision to non-represented, non-elected full-time employees (*see Resolution #7 and memorandum dated November 3, 2015 from Suzanne Zaso, Director of Finance and Tricia Van Putte, Director of Personnel*).
- MATTER RE:** Approval to amend Domestic Partner Benefits for Non-Represented Employees (*see Resolution #8/8-2 and letter dated November 3, 2015 from Suzanne Zaso, Director of Finance and Tricia VanPutte, Director of Personnel*).

MATTERS OF THE SUPERVISOR:

MATTERS OF THE ATTORNEY TO THE TOWN:

MATTERS OF THE TOWN CLERK:

MATTERS OF THE BOARD:

MOTION TO GO INTO EXECUTIVE SESSION:

MEETING ADJOURNED:

NEXT TOWN BOARD MEETING:

November 24, 2015 - 7:00 pm
 Brighton Town Hall
 2300 Elmwood Avenue

CLAIMS FOR APPROVAL AT TOWN BOARD MEETING

November 10, 2015

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>181,204.11</u>
D - HIGHWAY		<u>7,007.18</u>
H - CAPITAL		<u>27,389.18</u>
L - LIBRARY		<u>46.20</u>
SB - BUSINESS IMPROVM		<u>1,080.00</u>
SL - LIGHTING DIST		<u>34,466.95</u>
SR-REFUSE DISTRICT		<u>67,409.76</u>
SS - SEWER DIST		<u>1,647.03</u>
TA - AGENCY TRUST		<u>4,216.60</u>
	TOTAL \$	<u>324,467.01</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 10th day of November, 2015.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

RESOLVED, that correspondence dated October 28, 2015 from Assistant to the Supervisor MaryAnn Hussar regarding a request to authorize the Supervisor to execute an agreement with Electronic Field Productions, Inc. for provision of video production and cable television management services for 2016 at a cost not to exceed \$48,000.00, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the Supervisor to execute an agreement with Electronic Field Productions, Inc. for provision of video production and cable television management services for 2016 at a cost not to exceed \$48,000.00.

Dated: November 10, 2015

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
Communications Department

October 28, 2015

Honorable Finance Committee and
Members of the Town Board

Re: Agreement with Electronic Field Productions.

Dear Honorable Members:

I respectfully request authorization for the Supervisor to enter into an agreement with Electronic Field Productions Inc. for provision of video production and cable television management services for 2016 at the same 2015 annual cost of \$48,000.00.

Funds for this agreement are available in the adopted 2016 budget.

Thank you for your consideration.

Sincerely,

MaryAnn Hussar
Assistant to the Supervisor

xc: Suzanne Zaso, Director of Finance

AGREEMENT

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

WITNESSETH

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

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

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

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

A. Live Cablecast of Brighton Town Board Meetings

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

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

Maintain Video Archive Library of Town Board Meetings

Maintain on-site and offsite storage back-up systems

Manage live web streaming of Town Board Meetings to Town Website

Manage web uploads of pre-recorded meetings and videos to Town Website and YouTube On-Demand Page

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

B. Location Video Production

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

C. Cable Television Operations

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

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

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

2. The term of this agreement shall be from January 1, 2016 to December 31, 2016.

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

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

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

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

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

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

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

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

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

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

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

Town of Brighton

By: _____ Date: _____
William W. Moehle, Supervisor

By: _____ Date: _____
Electronic Field Productions]

EFP Fed. I.D.# _____

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 10th day of November, 2015.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

RESOLVED, that correspondence dated October 27, 2015 from Deputy Highway Superintendent Timothy J. Anderson regarding a request to declare a 2002 Elgin Pelican Street Sweeper and a Lifepack 500 Automatic Electronic Defibrillator (AED) surplus and to authorize the disposition of the Street Sweeper by online or public auction and to discard the AED as junk, be received and filed; and be it further

RESOLVED, that the Town Board hereby declares a certain 2002 Elgin Pelican Street Sweeper and a Lifepack 500 Automatic Electronic Defibrillator (AED) identified in the above communication as surplus and authorizes the disposition of the Street Sweeper by online or public auction and further authorizes the disposition of the AED as junk.

Dated: November 10, 2015

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

Operations Center

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

October 27, 2015

The Honorable Finance and Administrative Services 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:

2002 Elgin Pelican Street Sweeper	S/N P3798-D
Lifepak 500 AED	Asset #4997

I further recommend that I be authorized to dispose of the street sweeper through Roy Teitsworth via an online auction or at a municipal auction scheduled for spring of 2016. The Lifepak 500 AED is not serviceable and has no value, and is to be disposed of as junk.

Sincerely,

Timothy J. Anderson
Deputy Highway Superintendent

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

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, 2300 Elmwood Avenue, in said Town of Brighton on the 10th day of November, 2015.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

RESOLVED, that correspondence dated October 29, 2015 from Administrative Court Clerk Dianne Burdett regarding a request to appoint Mark Koehler as a permanent part-time security officer/court attendant in Group II/Step 5 of the Town's Part-time, Permanent and Seasonal Employee wage schedule to fill a vacancy resulting from the resignation of a certain individual, be received and filed; and be it further

RESOLVED, that the Town Board hereby appoints Mark Koehler as a permanent part-time security officer/court attendant in Group II/Step 5 of the Town's Part-time, Permanent and Seasonal Employee wage schedule to fill a vacancy resulting from an employee resignation.

Dated: November 10, 2015

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

JUSTICE COURT

TOWN OF BRIGHTON

MONROE COUNTY

2300 ELMWOOD AVENUE, ROCHESTER, NY 14618

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

<http://www.townofbrighton.org>

JUSTICES
KAREN MORRIS
JOHN A. FALK

COURT ADMINISTRATOR
DIANNE BURDETT
ASSISTANT COURT CLERK
MARY JO SCHILLER

October 29, 2015

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

Dear FASC Members,

I am requesting approval to appoint Mark Koehler to the position of permanent part-time security officer/court attendant effective November 11, 2015. Mark has been serving as the court's on-call security officer since July 9, 2012. With the recent resignation of Fred Bedet in September the court is looking to fill that opening. As an on-call security officer, Mark is currently paid at a rate of \$12.68/hr. as a seasonal employee. We are requesting that he be moved to Group II/Step 5 at \$14.61/hr. due to his considerable training and experience. This is a budget neutral appointment as Mark will be replacing Fred Bedet at that salary rate. This will provide the court 5 part-time security officers and one on-call officer to meet the needs of our weekly court sessions.

Sincerely,



Dianne Burdett
Administrative Court Clerk

cc: Suzanne Zaso, Finance Director
Tricia VanPutte, Personnel Director

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, 2300 Elmwood Avenue, in said Town of Brighton on the 10th day of November, 2015.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

RESOLVED, that correspondence dated October 30, 2015 from Commissioner of Public Works Timothy E. Keef, P.E. regarding a request to promote Aaron Verstraete to the position of Motor Equipment Operator effective November 16, 2015 at the rate of \$26.40 per hour in accordance with the current CSEA wage schedule, such promotion conditioned upon the successful completion of a 26 week probationary period and Civil Service approval, be received and filed; and be it further

RESOLVED, that the Town Board hereby appoints Aaron Verstraete to the position of Motor Equipment Operator effective November 16, 2015 at the rate of \$26.40 per hour in accordance with the current CSEA wage schedule, such promotion conditioned upon the successful completion of a 26 week probationary period and Civil Service approval.

Dated: November 10, 2015

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

October 30, 2015

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

re: Proposed Motor Equipment Operator Promotion at the Highway Department

Dear Chairman Werner and Committee Members:

As you are aware, recent retirements at the Highway Department have created vacancies that should be filled in order to maintain the operational efficiency of the department. At this time I am recommending that Mr. Aaron Verstraete be promoted to the position of motor equipment operator pending Town Board action and subsequent Civil Service approval. I further recommend that Mr. Verstraete begin at the starting rate of \$26.40 per hour, per the current CSEA wage schedule, with a 26 week probationary period effective as of November 16, 2015. This opening was posted in accordance with our current CSEA agreement with Mr. Verstraete being the most qualified candidate from the interested applicants. He is capable to serve in this capacity and will compliment our existing staff.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled November 3, 2015 meeting in the event that you have any questions regarding this matter.

Very truly yours,

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

TEK/wp

cc: T. Anderson
S. Zaso
M. Hussar
T. Van Putte
K. Gordon

EXHIBIT NO 6

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 10th day of November, 2015.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

RESOLVED, that correspondence dated November 2, 2015 from Commissioner of Public Works Timothy E. Keef, P.E. regarding a request to authorize the Supervisor to execute a renewal of the Inter Municipal Agreement with the Town of Pittsford for snow and ice control on Allens Creek Road, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the Supervisor to execute a renewal of the Inter Municipal Agreement with the Town of Pittsford for snow and ice control on Allens Creek Road.

Dated: November 10, 2015

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

November 2, 2015

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

re: Snow and Ice Control of Allens Creek Road Agreement
with the Town of Pittsford (2015/2016)

Dear Chairperson Werner and Committee Members:

As you are aware, the Towns of Brighton and Pittsford have previously entered into an IMA for the Town of Brighton to perform snow and ice control upon that portion of Allens Creek Road within the Town of Pittsford. At this time I am requesting your support to renew the IMA for the upcoming season. The Town of Pittsford reimburses us at the same rate that the County reimburses us for the same service upon County Roads. Therefore, I request that the Finance and Administrative Services Committee recommend that the Supervisor be authorized to execute this document.

As always, thank you for your consideration. I will be in attendance at your specially scheduled November 3, 2015 meeting in the event that you have any questions regarding this matter.

Sincerely,

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

TEK/wpd

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

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 10th day of November, 2015.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

RESOLVED, that correspondence dated November 2, 2015 from Town Engineer Michael E. Guyon, P.E. regarding a request to authorize the appropriation of \$66,575.00 in pre-authorized grant funding from the Monroe County Community Development Block Grant program to support the Crittenden Road sidewalk project, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes appropriation of \$66,575.00 in pre-authorized grant funding from the Monroe County Community Development Block Grant program to support the Crittenden Road sidewalk project.

Dated: November 10, 2015

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

November 2, 2015

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

Re: 2013, 2014, & 2015 CDBG Sidewalk project
Transfer of Funds.

Dear Councilperson Werner and Committee Members:

The Town of Brighton applied for and received Community Development Block Grant, CDBG, funding in 2013 to construct sidewalks along the south side of Crittenden Road from the Crittenden Way Apartments to the West Henriette Road intersection. The grant amount was \$32,625 and the project was included in the 2014 Town budget. West Henrietta Road is a New York State Road and the proposed sidewalk improvements were subject to review and approval from the NYSDOT. Their review of the project concluded in April 2015.

Town staff prepared construction documents and advertised the project for bid in 2015. Bids were received in May 2015 and the apparent low bid for the project was \$199,187.30 which far exceeded the project budget. The bids were rejected by the Town in May 2015. In lieu of re-bidding the project the Town contacted Espana Enterprises who currently have a contract with Monroe County for concrete sidewalks and requested a quote to complete the work as shown on the bid documents. Espana's quote, \$184,825.00 also exceeded the project budget. We met with Espana to investigate the basis of the 2013 CDBG project bid amount. Espana indicated that the NYSDOT conditions placed on the work hours and the extensive traffic control escalated the construction cost of the project.

Concurrent to the development of the design drawings for the 2013 CDBG sidewalk project and unaware of the bid results, the Town applied for 2014 CDBG funding, \$94,700, to extend sidewalks along the south side of Crittenden Road from the West Henriette Road intersection to East Squire Drive. The Town received partial 2014 CDBG funding, \$34,750, for the project. Town staff strategized that the 2015 CDBG grant funding application would request the remaining funds and the sidewalks would be constructed in two phases during a two year period. The Town received a portion of the 2015 CDBG funding, \$40,000, for the project.

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



November 2, 2015:

Based on our discussion with Espana Enterprises regarding the proposed 2013 project, it was apparent that the 2013 – 2015 CDBG grants were not sufficient to fund sidewalk improvements that involved NYSDOT approval. As an alternative, we presented a modified project to Rich Mikiciuk of Monroe County. The modified project included extending sidewalks along the south side of Crittenden Road westerly from East Squire Drive to the eastern most drive of the Crittenden Corners Plaza. The modified project does not involve NYSDOT jurisdiction. Mr. Mikiciuk was agreeable to the revised project and Town staff developed plans and obtained a quote to complete the work from Espana Enterprises. Espana's quote, \$72,778, was within the available funding and Espana was authorized to construct the sidewalk.

The 2015 budget provided \$40,800 of funding for new sidewalk construction. In order to account for the funding associated with the prior year's sidewalk project we are requesting that an additional \$66,575 be appropriated into the townwide sidewalk construction account, (A.DPW.5410.2.65). This funding is fully supported by an increase in grant funding of the same amount. Understand that at present the CDBG funding exceeds the cost of the current project by \$34,587.00. Town staff is in discussions with Rich Mikiciuk of Monroe County to identify a project that is eligible for this funding.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled November 3, 2015 meeting in the event that you have any questions regarding this matter.

Respectfully,



Michael E. Guyon
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 10th day of November, 2015.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

RESOLVED, that a memorandum dated November 3, 2015 from Director of Finance Suzanne Zaso and Director of Personnel Tricia VanPutte regarding a request to establish a new policy to provide health insurance declination compensation to non-represented, non-elected full time employees as set forth in detail in said memorandum, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the adoption of the new policy to provide health insurance declination compensation to non-represented, non-elected full time employees as set forth in detail in the above referenced memorandum.

Dated: November 10, 2015

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

MEMORANDUM

To: The Honorable Town Board
From: Suzanne Zaso, Director of Finance 
Tricia VanPutte, Director of Personnel 
Date: November 3, 2015
Subject: Health Declination Policy for Non-Represented Employees

While it is the Town Boards intent to adopt a policy that provides an opportunity for a monetary benefit to full-time, non-elected, non-represented employees who opt out of the medical benefit available to them as an active Town employee, we are recommending that the Town Board adopt the following policy:

Any full-time, non-elected, non-represented benefit eligible employee who declines medical insurance through the Town's group sponsored plan may receive compensation of up to \$3,000 per year per the following terms and conditions:

- The employee must sign a waiver of health insurance prior to the start of the calendar year
- The employee must show proof at the beginning of the calendar year that they are covered by another medical insurance policy that provides minimum essential coverage as defined by the Affordable Care Act
- A minimum of 10 non-represented, non-elected, full-time benefit eligible employees must waive coverage and provide proof of other coverage at the beginning of the calendar year. If the number of waived participants changes after the first month of each year (to less than 10 or to 10 or greater), there will not be any adjustment made to the benefit that was granted as of January 1st based upon waivers received at that time
- Any paid benefit received under this policy will be included in the employees bi-weekly payroll check, divided among the number of payroll periods in the calendar year
- This benefit will be prorated if the employee leaves employment or an employee joins or waives coverage mid-year (per the terms herein).



- This paid benefit is not reportable as wages to the NYS Employees Retirement System
- If two benefit eligible Town employees are married, only one employee can receive this benefit from the Town
- If the employee is covered under a Town plan (active or retired) they are not eligible to also receive this benefit.

We 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.

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 10th day of November, 2015.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

WHEREAS, in 2001 the Town Board adopted a resolution creating a new policy to extend employee benefits to same-sex domestic partner of Non-represented Town Employees and future retirees and to the eligible dependents of such domestic partners and included in said policy a specific set of criteria to determine the eligibility of individuals to qualify for domestic partner benefits, and

WHEREAS, the Town is committed to providing employment benefits and opportunities consistent with the Town's Equal Employment Opportunity and gender identification anti-discrimination policies, be it

RESOLVED, that a memorandum dated November 3, 2015 from Director of Finance Suzanne Zaso and Director of Personnel Tricia VanPutte regarding a request to amend the Town's Policy to provide benefits to domestic partners of Non-represented Town Employees so as to include opposite-sex domestic partners and eligible dependents of such domestic partners, be received and filed; and be it further

RESOLVED, that the Town Board hereby amends the Town's 2001 Domestic Partners Benefits Policy so as to extend employee benefits to domestic partners of Non-represented Town Employees meeting the criteria of the policy without regard to the gender or gender identification of either domestic partner.

Dated: November 10, 2015

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

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, 2300 Elmwood Avenue, in said Town of Brighton on the 10th day of November, 2015.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

WHEREAS, in 2001 the Town Board adopted a resolution creating a new policy to extend employee benefits to same-sex domestic partner of Town employees and future retirees and to the eligible dependents of such domestic partners, and

WHEREAS, the State of New York has now adopted laws making it possible for same sex couples to be married in the State thus eliminating the barrier to same sex marriage as existed in the past, be it

RESOLVED, that a memorandum dated November 3, 2015 from Director of Finance Suzanne Zaso and Director of Personnel Tricia VanPutte regarding a request to eliminate the Town's Policy to provide benefits to Domestic Partners, be received and filed; and be it further

RESOLVED, that the Town Board hereby rescinds the Town's 2001 Domestic Partners Benefits Policy effective January 1, 2017.

Dated: November 10, 2015

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

MEMORANDUM

To: The Honorable Town Board
From: Suzanne Zaso, Director of Finance *[Signature]*
Tricia VanPutte, Director of Personnel
Date: November 3, 2015
Subject: Domestic Partner Benefits for Non-Represented Employees

In 2001 the Town Board adopted a resolution that extended employee benefits to same-sex domestic partners of Town employees and future retirees and to the eligible dependents of such domestic partners. We are requesting that the Town Board look to amend this policy to also include opposite-sex domestic partners and eligible dependents of such domestic partners.

If it is the desire of the majority of the Town Board to not extend the domestic benefit to opposite-sex domestic partners of Town employees and future retirees, we are recommending that the Town Board consider an alternate resolution to eliminate this benefit for domestic partners effective January 1, 2017 to give those who are currently offered this benefit the opportunity to plan for this change in benefits.

Please note that all Town benefits and policies addressing domestic partners will be updated by this change in policy including the following:

- Health and Dental insurance
- Sick leave
- Bereavement leave
- Employment of relatives

We 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.

