

MINUTES OF TOWN BOARD MEETING
OF THE TOWN OF BRIGHTON, COUNTY OF
MONROE, NEW YORK, HELD AT THE
BRIGHTON TOWN HALL, 2300 ELMWOOD
AVENUE, ROCHESTER, NEW YORK
December 9, 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 7:00 PM:

PRESENTATIONS/RECOGNITIONS:

McQuaid Jesuit High School Volleyball State Champions SECTION V - DIVISION I
Brighton High School Boys Volleyball State Champions SECTION V - DIVISION II

OPEN FORUM:

Joshua Barouth – Monroe County Legislator
Patty Sherman – 1985 Crittenden Rd
Mary Wilson – 155 Lantern Way

APPROVAL OF AGENDA:

Motion by Councilmember Christopher Werner seconded by Councilmember Louise Novros to approve the agenda

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

APPROVE AND FILE TOWN BOARD MEETING MINUTES FOR:

November 24, 2015 Town Board Meeting

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

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

PUBLIC HEARINGS:

MATTER RE:

Amend Incentive Zoning/Rezoning approval for the University of Rochester's South Campus Institutional Planned Development project to delay next traffic study update until late winter/early spring 2017 (*see Resolution #1*).

(Complete transcript available upon request)

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: Ramsey Boehner, Secretary – Historic Preservation Commission to Supervisor dated November 24, 2015 notice of Landmark Designation of 2924 East Avenue.

FROM: Police Chief Mark Henderson to Town Board dated December 2, 2015 regarding resignation notice from Animal Control Officer Shana Hagins.

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

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

COMMITTEE REPORTS:

Parks and Recreation & Community Services – Met on 11/30/15; Next mtg 1/25/16 at 4:30 PM at Brookside School.

Finance and Administrative Services – Met on 12/1/15; next meeting 12/15/15 at 3:30 PM in the Stage Conference Room at Town Hall.

Public Safety Services – Met on 12/8/15; next meeting 1/12/16 at 8:00 AM in the Downstairs Meeting Room at Town Hall.

Public Works Services – Met on 12/2/15; next meeting 1/5/16 at 9:00 AM in the Downstairs Meeting Room at Town Hall.

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: Approval to hire a particular person to the position of Building Inspector (*see Resolution #14 and letter dated December 4, 2015 from Ramsey Boehner, Town Planner*).

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: Authorize Supervisor to execute agreement with Geese Control of New York Inc. to provide geese control services for 2016 (*see Resolution #2 and letter dated November 24, 2015 from Police Chief Mark Henderson*).

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. 4 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize Supervisor to execute agreement with the Animal Hospital of Pittsford to provide boarding and veterinary services for 2016 (*see Resolution #3 and letter dated November 24, 2015 from Police Chief Mark Henderson*).

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. 5 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Approval to amend animal boarding fees (*see Resolution #4 and memorandum dated December 3, 2015 from Daniel Aman, Town 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. 6 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize Supervisor to execute agreement with Bero Architecture PLLC for professional services to update and prepare Cultural Resources Surveys for landmark designations (*see Resolution #5 and letter dated November 24, 2015 from Ramsey Boehner, Town Planner*).

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. 7 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize reappointment of Linda Rapkin as a member of the Brighton Memorial Library Board of Trustees effective January 1, 2016 through December 31, 2020 (*see Resolution #7 and letter dated November 17, 2015 from Edmund Russell III, Treasurer, BML Board of Trustees*).

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. 8 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Approval to award bid to Leo J. Roth of Rochester, NY to provide construction services to replace Town Operations Center Roof with authorization for Supervisor to execute agreement and associated documents with same (*see Resolution #8 and letter dated November 23, 2015 from Chad Roscoe, Jr. Engineer*).

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: Approval to appropriate funding from Forfeited Property account into the Law Enforcement Equipment account to support purchases relating to body worn cameras for the Police Department (*see Resolution #9 and letter dated November 30, 2015 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. 10 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize Supervisor to execute renewal agreement with Holfoth Risk Management Co. to provide continued independent risk management consulting

services for 2016 (*see Resolution #10 and letter dated November 30, 2015 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: Authorize Supervisor to execute agreement with New World Systems Inc. to provide system software, maintenance services to the Town's Finance Dept. for 2016 (*see Resolution #11 and letter dated November 30, 2015 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. 12 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Approval to record various 2015 budget transfers and appropriations to reflect changes occurred since the adoption of the 2015 budget (*see Resolution #12 and memorandum dated December 1, 2015 from Suzanne Zaso, Finance Director*).

Motion by Councilmember Christopher Werner seconded by Councilmember James Vogel that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No. 13 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Set Public Hearing date for December 23, 2015 regarding approval to appropriate Repair Reserve funding to support the Public Safety Wing HVAC project (*see Resolution #13 and letter dated November 30, 2015 from Suzanne Zaso, Finance Director*).

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. 14 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Approval to award bid to Platinum Limousine of Western NY to provide transportation services for various Senior recreation programs and events with authorization for Supervisor to execute agreement with same (*see Resolution #6 and letter dated December 1, 2015 from Rebecca Cotter, Recreation Director*).

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. 15 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Reappointment of Mark Kokanovich to the Parks, Recreation and Community Services Citizen's Advisory Board effective January 1, 2016 through December 31, 2018 (*see Resolution #15*).

Motion by Councilmember Louise Novros 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. 16 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

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:

ADJOURNED AT 9:21 PM:

Motion by Councilmember James Vogel seconded by Councilmember Louise Novros to adjourn at 9:21 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 9th day of December 2015 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 9th day of December, 2015.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

WHEREAS, the Town Board previously received and filed correspondence dated October 23, 2016 from Town Planner Ramsey Boehner and correspondence dated September 29, 2015 from Executive Director and University Architect Jose A. Fernandez regarding a request to amend a condition of the Incentive Zoning approval for the University of Rochester's South Campus IPD by postponing the next required update to the traffic study from 2015 to the first quarter of 2017, and

WHEREAS, the Town Board previously set a public hearing to consider said amendment and provided for legal notice of said public hearing to be posted and published as required by law, and said public hearing having been held on December 9, 2015 and all persons having an interest in said matter having had an opportunity to be heard, now it is hereby

RESOLVED, that based on the written materials submitted and the testimony at the Hearing, the Town Board hereby amends Schedule E-2, Condition 4 of the Incentive Zoning resolution adopted by the Town Board on May 27, 2015 for the University of Rochester's South Campus IPD by postponing the next required update of the traffic study from 2015 to not later than June 1, 2017, with updates every five years thereafter.

Dated: December 9, 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 24th day of November, 2015.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

WHEREAS, the Town Board previously received and filed correspondence dated October 23, 2016 from Town Planner Ramsey Boehner and correspondence dated September 29, 2015 from Executive Director and University Architect Jose A. Fernandez regarding a request to amend a condition of the Incentive Zoning approval for the University of Rochester's South Campus IPD by postponing the next required update to the traffic study from 2015 to the first quarter of 2017, and

WHEREAS, the Town Board previously set a public hearing to consider said amendment to be held on November 24, 2015 and

WHEREAS, as a result of a publication error notice of said public hearing was not timely published for the November 24, 2015 public hearing, now it is hereby

RESOLVED, that said public hearing is postponed until 7:00 pm on December 9, 2015, and the Town Clerk is directed to publish such notice of said public hearing as is required by law.

Dated: November 24, 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	_____

OFFICE OF THE TOWN CLERK

TOWN OF BRIGHTON



November 23, 2015

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

RE: Amendment to the University of Rochester, South Campus IPD Resolution , Schedule E-2
Condition 4

Honorable Supervisor and Members of the Town Board,

The University requests that the next required update to the traffic study be conducted in late Winter/early Spring 2017 and continued every five years thereafter. The May 27, 2015 South Campus IPD Resolution, Schedule E-2, Condition 4 requires the next update to the traffic study currently be conducted in 2015.

The original Public Hearing notice for this Hearing was not timely published; therefore, I request that the Public Hearing that was originally set for November 24, 2015 in this matter be rescheduled to December 9, 2015

Sincerely,

Daniel Aman
Town Clerk

DA:mah

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, 2300 Elmwood Avenue, in said Town of Brighton on the 28th day of October, 2015.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

RESOLVED, that correspondence dated October 23, 2015 from Town Planner Ramsey Boehner and correspondence dated September 29, 2015 from Executive Director and University Architect Jose A. Fernandez regarding a request to amend a condition of the Incentive Zoning approval for the University of Rochester's South Campus IPD by postponing the next required update to the traffic study from 2015 to the first quarter of 2017, be received and filed; and be it further

RESOLVED, that the Town Board hereby sets a public hearing to be held at Brighton Town Hall, 2300 Elmwood Avenue, in the Town of Brighton, County of Monroe on November 24, 2015 at 7:00 pm or as soon thereafter as it can be held to consider an amendment of Schedule E-2, Condition 4 of the Incentive Zoning resolution adopted by the Town Board on May 27, 2015 for the University of Rochester's South Campus IPD by postponing the next required update to the traffic study from 2015 to the first quarter of 2017, and it is further

RESOLVED, that the Town Clerk post and publish such notice of said public hearing as is required by law.

Dated: October 28, 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

October 23, 2015

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

Re: Amendment to University of Rochester, South Campus IPD Resolution, Schedule E-2,
Condition 4

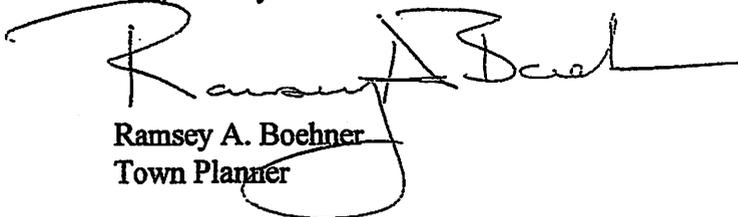
Honorable Supervisor and Members:

I recommend that your Honorable Body receive and file this communication and the attached letter from Jose A. Fernandez, University of Rochester, dated September 29, 2015.

The University requests that the next required update to the traffic study be conducted in late Winter/early Spring 2017 and then continued every five years thereafter. The May 27, 2015 South Campus IPD Resolution, Schedule E-2, Condition 4. requires the next update to the traffic study be conducted in 2015.

I further recommend that a public hearing be scheduled regarding the proposed amendment to Schedule E-2, Condition 4 of the South Campus IPD Resolution.

Respectfully Submitted

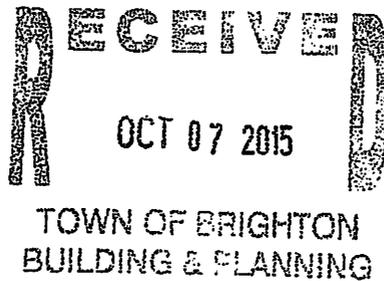


Ramsey A. Bohner
Town Planner

cc: T. Keef

attachment





Ramsey Boehner
Town Planner
Town of Brighton
2300 Elmwood Ave
Rochester, NY 14618

September 29, 2015

RE: Timing of Upcoming Traffic Study

Dear Ramsey,

On Sept. 17, 2015 we held a meeting with the Town of Brighton, the City of Rochester, Monroe County DOT, and State DOT to discuss changing the timing of the next update to the traffic study as required for the South Campus IPD and for the Rochester PD. The next scheduled update is 2015.

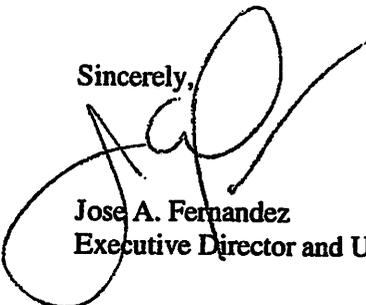
The purpose of the ongoing traffic studies is to provide information to identify areas of congestion and help in developing mitigation plans for our incremental development. Both the County and State have major traffic mitigation road projects in process over the next 18 months. Additionally, the trips that will be generated by several major projects (College Town, City Gate and the Imaging Facility) will not be fully realized for the same period. These circumstances would materially distort any traffic data collected over the next 18 months.

Over the next two years the University contemplates two new facilities: an undergraduate residence hall and athletic support facility and a minor expansion of the Laser Lab. Both of these would have little to no impact on the traffic system once complete.

The team concluded that the two facilities contemplated at the University would not have any substantive effect on traffic and therefore the timing of the traffic study update. They all agreed the current road improvements and completion of College Town, City Gate, and the Imaging Building will have a significant effect on traffic flows and volumes. Based on this it was unanimously agreed it would be in the best interest for all to defer the required traffic study to late Winter or early Spring 2017.

As the Town Board was lead agency for the IPD Rezoning, any change to the requirements of the IPD Resolution will require their approval. We request a resolution be prepared for presentation at an upcoming Board meeting to seek the Board's approval to delay the traffic study update to late Winter/early Spring 2017 and then to continue every five years thereafter.

Sincerely,



Jose A. Fernandez
Executive Director and University Architect

Schedule E-1

1. That, prior to the amendment of the Zoning Map for the Town of Brighton, the University shall execute and deliver an amenity agreement for the purpose of formalizing the agreement between the University and Town relative to the amenities being offered in connection with the Incentive Zoning/Rezoning Application, which amenity agreement shall be substantially in the form set forth in Schedule D.

Schedule E-2

1. That, the University shall provide maintenance on the drainage amenities set forth in Schedule D. In the event of any emergency, the Town may perform any necessary repairs to such improvements and the University shall reimburse the Town for such repairs, should the need arise.

2. That, prior to the issuance of any permits the University shall execute and deliver a Storm Water Maintenance Agreement inclusive of the drainage amenities to the Town.

3. That, prior to the issuance any Certificate of Occupancy for any residential development within the IPD Lands, the emergency access road shall be designed and constructed consistent with NYS Fire Code requirements.

4. That, the University shall update the Traffic Impact Study (TIS), dated July 2013, prepared by T.Y. Lin International every five years to monitor potential traffic impacts and identify commensurate traffic mitigation starting in 2015. In addition, the Town can request and the University shall provide as part of the SEQRA process for any individual project, an updated traffic analysis/TIS, depending upon the size and nature of the proposed project. The Town may review and hire an independent consultant to review any required traffic analysis/TIS. The Town review fees shall be paid for by the University.

5. That, prior to the issuance of the Certificate of Occupancy, the University shall obtain the necessary emergency access easement from RG&E.

6. That, the conditions set forth herein may be altered, modified and/or removed only upon written consent of the Town Board of the Town of Brighton and the Applicant.

7. That, any agreements required to be executed under the terms of these Conditions, shall be in form and substance as may be approved by the Attorney for the Town.

8. That, prior to the issuance of any permits, the applicant shall execute and deliver an agreement under which the applicant, its successors and assigns, agree not to convert any residential facilities, or to permit them to be converted, into condominium form of

ownership. This agreement shall be executed in the same manner as a deed and shall be recorded in the office of the Monroe County Clerk and shall be in form and substance as may be approved by the Attorney to the Town. In the event the facility is converted to condominium ownership, the incentive zoning approval of the Town and this incentive zoning resolution shall immediately terminate and be of no further effect, except that the donation of the approximately 42.55+/- acres, more particularly described by deed recorded in the Monroe County Clerk's Office in Book 08493, Page 0116, to the Town shall not be affected and such 42.55+/- acres shall remain the property of the Town, and to the fullest extent permitted by law, the property taxes, and all other ad valorem charges or assessments on the facility shall continue to be assessed as if the facility were not held in condominium ownership, and all cash payments due under the Amenity Agreement to the Town shall continue to be timely paid by the University

9. That, if any or one or more of the conditions or requirements or any portion thereof which are set forth in this Resolution are determined by a Court of competent jurisdiction to be contrary to law, such condition or requirement, or portion thereof, shall NOT be deemed and construed to be severable from the remaining conditions and requirements which are herein contained and the same SHALL affect the validity of the Resolution or the validity of the remaining conditions and requirements, or portions thereof, provided however that in no event shall the validity of the Donation Agreement for the 42.55+/- acres by and between the Town and the University for the donation of the 42.55+/- acres, or the validity of the donation of the 42.55+/- acres by the University the Town be affected by the provisions of this Paragraph 9, in the event that one or more of the conditions, or requirements or any portion thereof are determined to be contrary to law, and to the extent that any buildings constructed on the IPD Lands have been constructed at such time, all amenities to be provided by the University and all cash amenities to be paid by the University shall continue to be obligations of the University.

10. That, prior to the issuance of any permit the University shall furnish a letter of credit in a form and issued by an entity approved by the Town which represents the estimated cost of constructing the drainage amenities as set forth in Schedule D. The University shall submit, for review and approval by the Town, an itemized engineer's estimate based on a concept plan for all improvements. The approved engineer's estimate will be used as the basis for the letter of credit. The University will provide to Town for review and approval design drawings, and supporting calculations and documentation for the drainage amenities as set forth in Schedule D.

11. That, prior to the issuance of any Temporary or Final Certificate of Occupancy, construction of the amenities shall commence.

**Schedule F
Incentives**

1. That, upon the satisfaction of the conditions listed in Schedule E-1, the South Campus IPD District Regulations shall take effect to serve as the governing district regulations of the IPD land and the zoning map of the Town will be updated to reflect the IPD zoning.

CLAIMS FOR APPROVAL AT TOWN BOARD MEETING

December 9, 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>117,003.77</u>
D - HIGHWAY		<u>30,631.83</u>
H - CAPITAL		<u>108,650.40</u>
L - LIBRARY		<u>327.60</u>
SA - AMBULANCE DIST		<u>95,790.00</u>
SB - BUSINESS IMPROVM		<u>296.00</u>
SD - DRAINAGE DIST		<u>140.00</u>
SF - FIRE DIST		<u>13,835.00</u>
SK - SIDEWALK DIST		<u>7,220.00</u>
SL - LIGHTING DIST		<u>32,282.88</u>
SM - SNOW REMOVAL DST		<u>1,480.00</u>
SN-NEIGHBORHOOD DIST.		<u>100.00</u>
SP-PARKS DISTRICT		<u>1,030.00</u>
SR-REFUSE DISTRICT		<u>79,097.26</u>
SS - SEWER DIST		<u>97,047.36</u>
SW - WATER DIST		<u>2,220.00</u>
TA - AGENCY TRUST		<u>6,936.94</u>
TE - EXPENDABLE TRUST		<u>33.79</u>
TOTAL	\$	<u>594,122.83</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

EXHIBIT NO 3

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 9th day of December, 2015.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

RESOLVED, that correspondence dated December 4, 2015 from Commissioner of Public Works Timothy E. Keef, P.E. regarding a conditional offer of employment to Edward Shero as a Building Inspector be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the Commissioner of Public Works to extend a conditional offer of employment to Edward Shero as a Building Inspector effective December 28, 2015, pending Civil Service Approval and successful completion of pre-hiring physical, on a probationary basis with a 52 week probationary period, at a starting annual salary of \$54,600.00 at Step 2 of Group 7 based on a 35 hour work week with the additional benefits as described in the above referenced correspondence.

Dated: December 9, 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

December 4, 2015

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

Re: Proposed Building Inspector Offer

Dear Chairman Werner and Committee Members:

Pursuant to the consensus reached during last week's Town Board executive session, I request that the following offer be made to Mr. Edward Shero for the Building Inspector position we are seeking to fill:

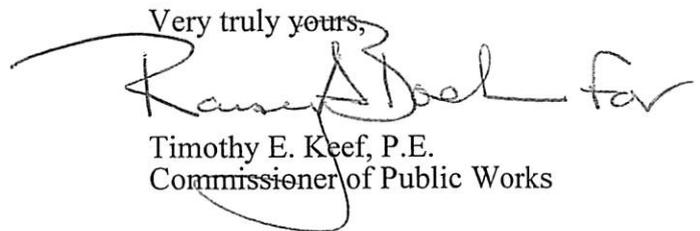
- 1) a starting annual salary of Group 7, Step 2 (\$54,600.00/year) for a 35 hour work week beginning on December 28, 2015
- 2) 4 weeks of vacation, in lieu of the normal 2 weeks vacation, through year 10 when the vacation cycle would then coincide with that of a 10 year employee
- 3) a 25 day sick bank

Additionally, Mr. Shero's appointment would be contingent upon the following:

- 1) successful completion of a pre hiring physical
- 2) provisional appointment pending Civil Service approval
- 3) a 52 week probationary period effective as of the date of hire

If these terms are acceptable DPW staff will proceed with Mr. Shero. As always, thank you for your time and consideration in this matter.

Very truly yours,



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

TEK/wp

cc: S. Zaso
R. Bohner
M. Hussar
T. VanPutte
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 9th day of December, 2015.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

RESOLVED, that correspondence dated November 24, 2015 from Chief of Police Mark T. Henderson regarding a request to authorize the Supervisor to execute an agreement with Geese Control of New York for geese control services for 2016 at the rate of \$650.00 per month, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the Supervisor to execute an agreement with Geese Control of New York for geese control services for 2016 at the rate of \$650.00 per month.

Dated: December 9, 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

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



Mark T. Henderson
Chief of Police

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

November 24, 2015

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

RE: 2016 Geese Control Contract

Dear Board Members:

I recommend that the Supervisor be authorized to execute an agreement between Geese Control of New York and the Town of Brighton for the provision of geese control in the Town of Brighton. This contract is for the period beginning April 1, 2016 through November 30, 2016, with no service for the month of July.

I hereby recommend acceptance of the agreement as presented by Geese Control of New York for services to the Town for the stated time period. Geese Control of NY will keep the rates the same as 2015 at \$650 per month. There are no other vendors in the area that provide this service.

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

Sincerely,

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

Mark T. Henderson
Chief of Police

MTH:jpo
attachment

c: Captain David Catholdi
Bruce Blackman, Animal Control Supervisor

**2016 CONTRACT FOR
CANADA GOOSE CONTROL
TOWN OF BRIGHTON**

**GEESE CONTROL OF NY
3325 BAILEY RD.
BLOOMFIELD NY 14469**

Environmentally safe Canada goose control with trained Border collies

Thank you very much for your past business. We will exclude July for molt as requested for 2016. Contract will cover April thru June, August thru November. 7 months @ \$650 per month, (Total \$4,550). The price is based on 24 visits per month at the Town Park on Westfall Road. This price includes visits to the Town of Brighton's three other sites, Lac Deville, Meridian Centre and Buckland Park. We will still monitor all the sites daily as before and encourage calling in any information concerning bird habitation and timing. The handler is available 7 days a week and can normally be on site within one hour, and there is no extra charge for call in visits if needed.

Invoices are generated once a month. A service report will be handed in at the end of each period with dates, times and approx. number of geese on property. Contracts may be dissolved for any reason up to fifteen days after work has begun. (a prorated bill will apply). Visits may vary from month to month at GCNY's discretion, per geese habits, molting status, etc., with notification to Animal Control of any variations or changes. To my knowledge and that of the D.E.C. we are still the sole provider of this service in the area.

GCNY will defend and hold our clients harmless against any penalties, fines, or claims by the federal or state authorities alleging the injury or death of Canada Geese due to GCNY's work. GCNY is fully insured by Dryden Ins. Agency.

Submitted by, Gordon R. Kornbau

Cell/Pager/Voice (585) 414-4419

Date 11/16/15

Gkornbau@rochester.rr.com

Acceptance of Contract

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____ Date _____

AGREEMENT

THIS AGREEMENT, made this 9th day of December in the year 2015, 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 Geese Control of New York, with offices at (or residing at) 3325 Bailey Road, Bloomfield, New York 14469, 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: Harassment of Canada Geese using border collies, in complete accord with the proposal offered by the Contractor for service provision in 2015, attached hereto and made a part of this agreement.

2. The term of this agreement shall be from April 1, 2016 through June 30, 2015 and August 1, through November 30, 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 at the rate of Six Hundred Fifty Dollars (\$650.00) per month, and a total amount not to exceed \$4,550 annually.

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 Chief of Police, or by his/her designee, audited by the Director of Finance of the Town of Brighton, and approved for payment by the Town Board. If this contract is terminated by the Town pursuant to paragraph 2, the Contractor will be paid a pro rata share of the contract amount based upon the proportion of its satisfactory performance of the contract at the time of termination to the total performance required by this contract.

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

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

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

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

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

9. The Contractor agrees to indemnify, defend and hold the Town of Brighton harmless from and against any claims or causes of action, including

reasonable attorney's fees, which may be asserted against the Town or any of its officers and/or employees, and arising out of this agreement or out of services which the Contractor may perform for the Town pursuant to this agreement.

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

TOWN OF BRIGHTON

By: _____
William Moehle, Supervisor

GEESE CONTROL OF N.Y.

By: _____

[Print Name]

Fed. I.D.# or Social Security #

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, 2300 Elmwood Avenue, in said Town of Brighton on the 9th day of December, 2015.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

RESOLVED, that correspondence dated November 24, 2015 from Chief of Police Mark T. Henderson regarding a request to authorize the Supervisor to execute an agreement with Pittsford Animal Hospital to provide boarding and veterinary services for 2016 be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the Supervisor to execute an agreement with Pittsford Animal Hospital to provide boarding and veterinary services for 2016, on the terms and conditions set forth therein.

Dated: December 9, 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

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



Mark T. Henderson
Chief of Police

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

November 24, 2015

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

RE: 2016 Boarding and Veterinary Services Agreement

Dear Board Members:

I recommend that the Supervisor be authorized to execute an agreement between the Animal Hospital of Pittsford and the Town of Brighton for the provision of boarding and veterinary services. This contract is for the period beginning January 1, 2016 through December 31, 2016. This year's proposed contract represents a slight increase in some of the fees for services provided by the Pittsford Animal Hospital.

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

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

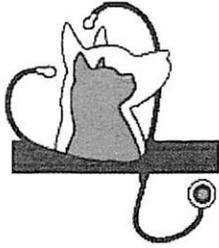
Respectfully,

A handwritten signature in black ink that reads "Mark T. Henderson". The signature is written in a cursive style with a long horizontal line extending to the right.

Mark T. Henderson
Chief of Police

MTH:jpo
Attachment

c: Captain David Catholdi
Bruce Blackman, Animal Control Supervisor



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

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

November 18, 2015

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

1. The contract will be for one year, ending **December 31, 2016**.
2. Provider will provide shelter for stray dogs, cats, and/or injured animals picked up by Brighton Animal Control or good Samaritans within the Town of Brighton. Provider will contact Brighton Animal Control when a Good Samaritan or police officer brings an animal to the hospital. The number of animals sheltered at one time will not exceed six without specific approval of the Hospital Director.
3. Animals placed in the shelter will be provided food, water, and exercise on a scheduled basis. Medical treatment will be administered under the supervision of the hospital veterinarians as approved by the Animal Control Officers.
4. Immediate emergency care, on a minimal life support basis, will be provided for any animal in critical condition or experiencing undue suffering at the veterinarian’s discretion. In these cases, the Animal Control Officer will be notified as soon as possible.
5. The Brighton Animal Control Officers will communicate directly with the doctor assigned to the injured animal, or Dr. Black or Wihlen at AHOP in regard to the medical care disposition of the animal.
6. Animals with chronic medical problems will not be treated for their problems at Town of Brighton expense.
7. Emergency care for animals picked up after the hospitals are closed will be handled by the Animal Emergency Service at 825 White Spruce Blvd. Well animals picked up by the town may be brought to Pittsford Animal Hospital for impounding on Sundays and holidays when a kennel worker is present to admit the Animal Control Officer to the hospital.
8. All initial communication with the public will be handled through the Brighton Animal Control. This will include initial lost dog inquiries, initial injured animal inquiries, and updated vaccinations information. The hospital will release animals to owners/harborers only when the proper release forms have been obtained, fees have been satisfied, and/or on direct instructions from the Animal Control Officers.
9. Fees to be collected by the Brighton Town Clerks Office or Brighton Animal Control Officers prior to the release of any animals include charges for seizure, boarding, and license fees.
10. All fees owed to the Provider for services rendered, except boarding, will be paid directly to the Hospital by the animal owner/harborer.

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

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

13. A schedule of fees is attached.

SCHEDULE OF FEES FOR PROFESSIONAL SERVICES

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

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

Dogs--**\$14.50** for the first day; **\$10.50** for each additional day

Cats--**\$8.75** for the first day; **\$6.25** for each additional day

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

Emergency exam--**\$45.00**

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

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

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

4. A standard fee of **\$21.00** will be charged for all animal euthanizations, regardless of size, requested by Brighton Animal Control.

5. A standard fee of \$ **1.25** per pound with a minimum fee of **\$27.00** per animal will be charged for all animal cremations, up to 100 pounds, requested by Brighton Animal Control.



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

Supervisor, Town of Brighton

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, 2300 Elmwood Avenue, in said Town of Brighton on the 9th day of December, 2015.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

RESOLVED, that correspondence dated December 3, 2015 from Town Clerk Daniel Aman regarding a request to increase the boarding fee charged by the Town to dog owners to coincide with the new first day rate to be charged by the Pittsford Animal Hospital of \$14.50 effective January 1, 2016, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the increase of the boarding fee charged by the Town to dog owners to coincide with the new first day rate to be charged by the Pittsford Animal Hospital of \$14.50 effective January 1, 2016.

Dated: December 9, 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

Daniel Aman
Town Clerk/Receiver of Taxes

David Marcus
Deputy Clerk / Deputy Receiver

To: Honorable Town Board
From: Daniel Aman, Town Clerk / Receiver of Taxes
Date: December 3, 2015
Subject: Authorization to increase Boarding Fee

As discussed at the Finance Committee meeting on December 1, the new contract with Pittsford Animal Hospital has a new rate for boarding dogs. I hereby ask that the Board approve my request to change our Boarding Fee from \$14.00 to \$14.50 per day to match the contract's new rate.

Respectfully,

Daniel Aman
Town Clerk / Receiver of Taxes

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 9th day of December, 2015.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

RESOLVED, that correspondence dated November 24, 2015 from Town Planner Ramsey A. Boehner regarding a request to authorize the retention of Bero Architecture, PLLC to perform cultural resource surveys for use by the Brighton Historic Preservation Commission in the process of designating landmarks in the Town of Brighton at a cost per survey of \$440 for survey updates and \$1,400 for new surveyed properties and for a total expenditure during 2016 not exceeding that amount authorized by the Town Board in the annual 2016 budget of the Historic Preservation Commission, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the retention of Bero Architecture, PLLC to perform cultural resource surveys for use by the Brighton Historic Preservation Commission in the process of designating landmarks in the Town of Brighton at a cost per survey of \$440 for survey updates and \$1,400 for new surveyed properties and for a total expenditure during 2016 not exceeding that amount authorized by the Town Board in the annual 2016 budget of the Historic Preservation Commission.

Dated: December 9, 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

December 4, 2015

Honorable Finance Committee
Town of Brighton
2300 Elmwood Avenue
Brighton, NY 14618

Re: Award of Professional Service Contract
Bero Architecture PLLC
Cultural Resources Surveys Update and Preparation

Honorable Members:

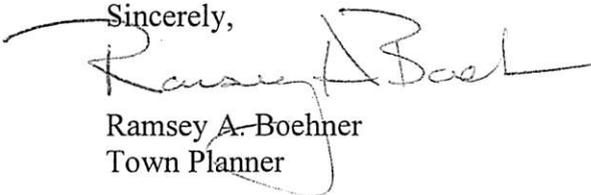
The Historic Preservation Commission is responsible for the designation of landmarks. Cultural Resources Surveys provide important information to the Commission in determining if properties are worthy of landmark designation. As previously authorized, I have prepared and distributed a request for proposal (RFP) seeking professional services to update and prepare Cultural Resources Surveys.

I recommend that an award be approved for Bero Architecture PLLC to provide professional services to update and prepare Cultural Resources Surveys, in the hourly rate proposed and for a not to exceed amount of \$440 per property survey update and \$1,400 per new survey.

This recommendation is made pursuant to our standard procedure. A written RFP was prepared and sent to five qualified firms (Bero Architecture, Clark Patterson Associates PC, Landmark Society of Western New York, Inc., Rhen Design and Saralinda Hooker). Bero Architecture was the only firm that submitted a proposal.

Funds for these services were adopted as part of the 2015 and 2016 budgets (\$2,600 each budget year) and are available in A.HIST.7515.4.52. The Town will have the option of renewing the contract for an additional year at the same prices.

Sincerely,



Ramsey A. Boehner
Town Planner

cc: Tim Keef

I:\Ramsey\Town Board\FinanceCommitteeletterHPCConsultingServices2015.rft



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 9th day of December, 2015.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

RESOLVED, that correspondence dated November 17, 2015 from Brighton Memorial Library Trustee and Treasurer Edmund J. Russell, III regarding a request that the Town Board reappoint Linda Rapkin to a five year term as a member of the Brighton Memorial Library Board of Trustees, be received and filed; and be it further

RESOLVED, that the Town Board hereby reappoints Linda Rapkin to a five year term as a member of the Brighton Memorial Library Board of Trustees for a term commencing January 1, 2016 and ending December 31, 2020.

Dated: December 9, 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	_____

EDMUND J. RUSSELL III

November 17, 2015

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

Re: Brighton Memorial Library Board of Trustees

Dear Supervisor Moehle,

On behalf of the Trustees to the Brighton Memorial Library, I wanted to express our gratitude to you and the Town Board members for your continued support of the Library. This year the five year term of our current President, Linda Rapkin, is expiring. The Nominating Committee of the Board of the Library has requested the Ms. Rapkin be reappointed for another 5 year term. The Library Board has agreed with this recommendation and is asking that the Town consider appointing Ms. Rapkin to another 5 year term at its next meeting.

Thank you for your consideration on this matter and please feel free to reach out to me should you have any questions or concerns. We are looking forward to working together for a prosperous 2016.

Sincerely yours,



Edmund J. Russell III
Treasurer, BML Board of Trustees

cc: Jennifer Ries-Taggart, BML Executive Director

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held at the Brighton Town Hall, 2300 Elmwood Avenue, in said Town of Brighton on the 9th day of December, 2015.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

RESOLVED, that correspondence dated November 23, 2015 from Junior Engineer Chad Roscoe and the supporting documents attached to said correspondence regarding a request that the Town Board authorize the Supervisor to execute a contract with Leo J. Roth Corporation as the lowest responsive and responsible bidder for construction services to replace the Town Operations Center Roof at a cost not to exceed \$94,060.00 including the base bid and Alternate A, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the Supervisor to execute a contract with Leo J. Roth Corporation as the lowest responsive and responsible bidder for construction services to replace the Town Operations Center Roof at a cost not to exceed \$94,060.00 including the base bid, Alternate A and any change orders up to 10% collectively.

Dated: December 9, 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 23, 2015

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

Re: Award of Bid
Replace Town Operations Center Roof

Dear Councilperson Werner and Committee Members:

The bids for the above referenced project were publicly advertised and publicly opened on November 19th at 2:00 PM, all as required by law. A copy of the bid advertisement and bid tabulation are attached for your reference. Six bids were received and are shown in Table – 1.

Table – 1 Bid Results Summary

<u>Bid #</u>	<u>Company Name</u>	<u>Base Bid</u>	<u>Alt. "A"</u>	<u>Total Bid</u>
1	Apple Roofing Corporation	\$118,184.00	\$6,263.00	\$ 124,447.00
2	J&B Installations, Inc.	\$105,325.00	\$13,690.00	\$ 119,015.00
3	Grove Roofing Services	\$112,569.00	\$5,120.00	\$ 117,689.00
4	Leo J Roth	\$88,260.00	\$5,800.00	\$ 94,060.00
5	Spring Sheet Metal & Roofing	\$106,900.00	\$3,000.00	\$ 109,900.00
6	Elmer W. Davis	\$159,677.00	\$10,000.00	\$ 169,677.00

SWBR Architects reviewed the bids for completeness and accuracy and concluded that the low bid submitted by Leo J. Roth is a true representation of the costs to complete the project and the contractor is qualified to complete the works of the Contract. A copy of the Recommendation of Award letter prepared by SWBR Architects is attached for your reference.



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

Therefore, I am requesting that FASC recommend that the Town Board award the bid to replace the Town of Brighton's Operations Center roof to the low, responsible and responsive bidder, Leo J. Roth of Rochester, N.Y., in the unit prices calculated from their bid and for a Base Bid with Allowance cost not to exceed \$94,060. I further recommend that the Supervisor be authorized to execute any necessary change orders that do not collectively exceed ten percent of the awarded contract price.

Respectfully,

Chad J. Roscoe
Junior Engineer

attachments

cc: S. Zaso
T. Keef
M. Hussar

BID TABULATION

Opening Date:

Project Name: 2015 Operations Center Road Replacement
Contract For: Town of Brighton, Highway Operations Center

Work Order #: 2015-0121
Time: 2:00 PM

11/19/2015

COMPANY INFO

BASE BID

SECTION CHECKLIST

Company: Apple Roofing Corporation
Contact:
Address: 6720 Commerce Boulevard
City: Syracuse **State:** NY **Zip:** 13211
Phone: (315) 463-5482 **Fax:** (315) 437-5827
email:
website:
Comments:

Base Bid: \$ 118,184.00
Alt: \$ 6,263.00
Grand Total: \$ 124,447.00

- 300-1.3 Bid Security 5%
- 300-1.4 Addendums
- 300-2.4 Signatures
- 410 Bid Security Form
- 440 EEO
- 450 Bidder Responsibility
- 470 Corporate Resolution
- 480 Non-Collusive
- 485 MacBride
- 490 Site Investigation

Company: J&B Installations, Inc.
Contact:
Address: 723 Visions Drive, PO Box 188
City: Skaneateles Falls **State:** NY **Zip:** 13153
Phone: () **Fax:** ()
email:
website:
Comments:

Base Bid: \$ 105,325.00
Alt: \$ 13,690.00
Grand Total: \$ 119,015.00

- 300-1.3 Bid Security 5%
- 300-1.4 Addendums
- 300-2.4 Signatures
- 410 Bid Security Form
- 440 EEO
- 450 Bidder Responsibility
- 470 Corporate Resolution
- 480 Non-Collusive
- 485 MacBride
- 490 Site Investigation

Company: Grove Roofing Services
Contact:
Address: 131 Reading Street
City: Buffalo **State:** NY **Zip:** 14220
Phone: () **Fax:** ()
email:
website:
Comments:

Base Bid: \$ 112,569.00
Alt: \$ 5,120.00
Grand Total: \$ 117,689.00

- 300-1.3 Bid Security 5%
- 300-1.4 Addendums
- 300-2.4 Signatures
- 410 Bid Security Form
- 440 EEO
- 450 Bidder Responsibility
- 470 Corporate Resolution
- 480 Non-Collusive
- 485 MacBride
- 490 Site Investigation

Company: Leo J Roth
Contact:
Address: 841 Holt Road
City: Webster **State:** NY **Zip:** 14580
Phone: () **Fax:** ()
email:
website:
Comments:

Base Bid: \$ 88,260.00
Alt: \$ 5,800.00
Grand Total: \$ 94,060.00

- 300-1.3 Bid Security 5%
- 300-1.4 Addendums
- 300-2.4 Signatures
- 410 Bid Security Form
- 440 EEO
- 450 Bidder Responsibility
- 470 Corporate Resolution
- 480 Non-Collusive
- 485 MacBride
- 490 Site Investigation

Company: Spring Sheet Metal & Roofing
Contact:
Address: 678 South Clinton Avenue
City: Rochester **State:** NY **Zip:** 14620
Phone: () **Fax:** ()
email:
website:
Comments:

Base Bid: \$ 106,900.00
Alt: \$ 3,000.00
Grand Total: \$ 109,900.00

- 300-1.3 Bid Security 5%
- 300-1.4 Addendums
- 300-2.4 Signatures
- 410 Bid Security Form
- 440 EEO
- 450 Bidder Responsibility
- 470 Corporate Resolution
- 480 Non-Collusive
- 485 MacBride
- 490 Site Investigation

COMPANY INFO

Company:	Elmer W. Davis			
Contact:				
Address:	1217 Clifford Avenue			
City:	Rochester	State:	NY	Zip: 14621
Phone: ()		Fax: ()		
email:				
website:				
Comments:				

BASE BID

Base Bid:	\$ 159,677.00
Alt:	\$ 10,000.00
Grand Total:	\$ 169,677.00

SECTION CHECKLIST

<input checked="" type="checkbox"/>	300-1.3 Bid Security 5%
<input checked="" type="checkbox"/>	300-1.4 Addendums
<input checked="" type="checkbox"/>	300-2.4 Signatures
<input checked="" type="checkbox"/>	410 Bid Security Form
<input checked="" type="checkbox"/>	440 EEO
<input checked="" type="checkbox"/>	450 Bidder Responsibility
<input checked="" type="checkbox"/>	470 Corporate Resolution
<input checked="" type="checkbox"/>	480 Non-Collusive
<input checked="" type="checkbox"/>	485 MacBride
<input checked="" type="checkbox"/>	490 Site Investigation

NOTICES

**LEGAL NOTICE
ADVERTISEMENT FOR BIDS**

The Town of Brighton, Monroe County, New York will receive sealed bids for the

OPERATIONS CENTER ROOFING REPLACEMENT

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
Rochester, New York 14618

Date: Thursday, November 19, 2015

Time: 2:00 P.M. Local Time

The work consists principally of replacement of ballasted single-ply membrane roofing on the existing low-slope-roofed structure with a fully-adhered single-ply membrane system, including full removal of the existing roofing system.

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 each contract.

Paper copies of the Plans and Specifications are available for inspection at the above location or you can download them from the Town's website (www.townofbrighton.org) under the Town Departments - Public Works - Current Bid Offerings. Paper copies of the Plans and Specifications may be obtained upon payment of twenty-five (\$25.00) dollars (non-refundable) for each set of documents requested.

The check for the Plans and Specifications shall be made payable to the Town of Brighton.

Although no formal scheduled site walk of the project site will be held, the Town of Brighton will allow prospective bidders to inspect the existing conditions upon request. Please contact Tim Anderson at 784-5288 to schedule a site visit. The Town requires any and all bidding contractors to review existing conditions prior to submission of bids.

Bids must be made in writing on the forms furnished and shall be accompanied by a bid guarantee for an amount not less than five percent (5%) of the amount bid in accordance with the INSTRUCTIONS TO BIDDERS.

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.

The Contractor, by bidding on the contract, acknowledges his or her understanding and support of this policy and pledges to fully cooperate within the Town of Brighton in meeting State requirements as set forth in the Bidding and Contract Documents.

Dated: October 29, 2015, 2015

Town of Brighton Timothy Keef, P.E.
Commissioner of Public Works
(585)784-5250

OC 29
02551288



SWBR ARCHITECTS

ROCHESTER NY
387 East Main Street
Rochester NY 14604
Voice: 585.232.8300
SYRACUSE NY
309 South Franklin Street
Syracuse NY 13202
Voice: 315.488.5635
www.swbr.com

November 25, 2015

Mr. Chad Roscoe, Assistant Town Engineer
Town of Brighton – Department of Public Works
2300 Elmwood Avenue
Rochester, NY 14618

Re: Town of Brighton
Operations Center – Roofing Replacement
Contract: General Construction
SWBR Project No. 15715.00

Dear Chad:

On Thursday, November 19, 2015 at 2:00 p.m. EST, the Town of Brighton closed bidding for the above mentioned project. Afterwards, the sealed bids received were opened and publicly read aloud. A total of six bid proposals were received for the Roof Replacement General Construction Contract. The results are recorded on the Bid Tabulation Sheet you provided (attached). All bidders were cross-referenced to New York State Department of Labor's "List of Employers Ineligible to Bid On or Be Awarded Any Public Work Contract", and it was verified that none of these bidders are currently on this list. One Addendum was issued during bidding, and all bidders acknowledged receipt of it. One bidder failed to submit his bid security.

Leo J. Roth Corporation of Webster, NY was the apparent low bidder. Roth's Base Bid was \$88,260.00, and their proposed cost for Bid Alternate A was \$5,800.00, for a total bid of \$94,060.00. They had the lowest Base Bid, and also the low total including the Alternate. I interviewed Leo J. Roth's Project Manager, Matt Bruen by telephone this afternoon to review project scope, discuss his comfort with the bid, the Alternate amounts, and any other issues or questions they might have. Matt expressed they are comfortable with their bid and with the scope of work involved. He also indicated that they would even consider an installation before the end of this year, although that would be highly weather-dependent.

SWBR Architects has over 30 years of experience with Leo J. Roth. We are confident they have the experience and means to meet the requirements of the Town's project. Leo J. Roth is prepared to enter into an agreement with the Town of Brighton, based on their November 19, 2015 proposal for the Base Bid work, and Bid Alternate A for Fabric-Backed EPDM Membrane, if that is selected by the Town.

Leo J. Roth submitted the required Bid Security Form, Certification of Bidder Responsibility, Non-Collusive Bidding Certificate, MacBride Fair Employment Certificate, Site Investigation Certificate, and required Bonds with their proposal. Receipt of Addendum No. 1 was also acknowledged. To the best of our knowledge, no issues were identified.

Mr. Chad Roscoe
Town of Brighton Department of Public Works
SWBR Project No. 15715.00
November 25, 2015
Page No. 2

Based on the review of their proposal, our discussion with their Project Manager, and other pertinent information, we recommend the award of the General Construction Contract to Leo J. Roth Corporation for the sum of **\$94,060.00**, the amount of their Base Bid amount plus Alternate A.

Sincerely,



Randal R. Sickler, AIA
Senior Associate

RRS:jmd

xc: File 101

Attachments: Bid Tabulation Sheet
Copy of Leo J. Roth Corporation Proposal

J:\2015\15715.00 BRIGHTON OPERATION CTR. ROOF REPLACEMENT\11-COMMUNICATIONS\11.01_LETTERS AND MEMOS\ROSCOE LETTER OF RECORD - 11-25-15.DOC

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 9th day of December, 2015.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

RESOLVED, that correspondence dated November 30, 2015 from Police Chief Mark T. Henderson regarding a request that the Town Board authorize the transfer of \$80,000.00 from the Forfeited Property Account (A 889 JSTCE) to the Law Enforcement Equipment account (A POLCE 3125 2.17) for the purpose of partially funding the contract for professional services for body cameras with Taser International, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the transfer of \$80,000.00 from the Forfeited Property Account (A 889 JSTCE) to the Law Enforcement Equipment account (A POLCE 3125 2.17) as such funds are needed for the purpose of partially funding the contract for professional services for body cameras with Taser International.

Dated: December 9, 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

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



Mark T. Henderson
Chief of Police

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

November 30, 2015

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

RE: Body Worn Camera- Taser International Professional Services Agreement/Contract

Dear Board Members:

The Honorable Town Board recently authorized the Town Supervisor the authority to enter into a 5-year professional services agreement/contract with Taser International to provide for the purchase of 36 camera body worn cameras (with an upgrade to 36 new cameras in year 2.5 and year 5), six 6-bay docking stations, Evidence.com unlimited licensing and Evidence.com unlimited storage for a total cost of \$165,596.72.

I propose that the "Proceeds of Forfeited Property" be used to partially fund the total cost of this professional services agreement/contract. I did consult with the United States Attorney's Office and they concur that the use of seized forfeiture asset funds for this purpose is an appropriate use. I request that appropriations in account **A.POLCE.3125 2.17 Law Enforcement Equipment** be increased by **\$80,000.00**. The partial funding for the body worn camera 5-year professional services agreement/contract will not exceed **\$80,000.00** and will be fully supported with the use of Forfeited Property account **A.889.JSTCE**.

Respectfully,

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 9th day of December, 2015.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

RESOLVED, that correspondence dated November 30, 2015 from Finance Director Suzanne Zaso regarding a request that the Town Board authorize the Supervisor to execute an agreement with Holfoth Risk Management to provide independent risk management consulting services to the Town for calendar year 2016 at an hourly rate of \$125.00, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the Supervisor to execute an agreement with Holfoth Risk Management to provide independent risk management consulting services to the Town for calendar year 2016 at an hourly rate of \$125.00.

Dated: December 9, 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	_____



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

November 30, 2015

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

Re: Renewal Agreement with Holfoth Risk Management for Independent Risk
Management Services

Dear Honorable Members:

I am requesting that the Town Board authorize the Supervisor to execute a renewal agreement with Holfoth Risk Management for the continued provision of independent risk management consulting services in 2016. Requested services would be provided at the rate of \$125 per hour; an increase of \$5.00 per hour over 2015

For a number of years the Town has utilized the services of Holfoth Risk Management to obtain an objective third-party assessment of all risk related matters. The Administration's Insurance Committee has greatly valued the good counsel and wealth of experience provided in the past from Jim Hood and Charlie Cox in helping to manage the Town's many and varied risks.

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 E. Zaso".

Suzanne E. Zaso
Director of Finance

cc: D. Aman

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 9th day of December, 2015.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

RESOLVED, that correspondence dated November 30, 2015 from Finance Director Suzanne Zaso regarding a request that the Town Board authorize the Supervisor to execute a five year software maintenance agreement commencing January 1, 2016 with New World Systems Corporation for the Town's financial management software at rates set forth in said correspondence and with the option on the part of the Town to opt-out of said contract in 2018, 2019 and 2020, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the Supervisor to execute a five year software maintenance agreement commencing January 1, 2016 with New World Systems Corporation for the Town's financial management software at rates set forth in said correspondence and with the option on the part of the Town to opt-out of said contract in 2018, 2019 and 2020.

Dated: December 9, 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	_____



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

November 30, 2015

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

Re: Standard Software Maintenance Agreement with New World Systems for Financial Management Software

Dear Honorable Town Board:

The Town's Standard Software Maintenance Agreement (SSMA) with New World Systems, the provider of our financial management system software, will expire on 12/31/15. This SSMA provides the Town with updates and support to the Town's existing programs in New World System's Financial Management Base Accounting System, Capital Assets, and Project/Grant Accounting modules. Since New World Systems is the sole developer and provider of this financial software, they are the only organization that can provide this necessary support to the Town's existing financial management system.

New World Systems has proposed to the Town a five year agreement that will continue these support services through 12/31/20, with opt-out options for 2018, 2019 and 2020. The annual costs of the SSMA will be as follows:

2016 - \$11,990
2017 - \$12,470
2018 - \$12,969
2019 - \$13,487
2020 - \$14,027

Sufficient funding has been provided in the 2016 budget for this expenditure.

I am recommending that the Town Board authorize a five-year agreement with New World Systems for standard software maintenance. I would be happy to respond any questions you may have regarding this matter.

Sincerely,

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

Suzanne E. Zaso
Director of Finance

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 9th day of December, 2015.

PRESENT:

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

RESOLVED, that a memorandum dated December 1, 2015 from Finance Director Suzanne Zaso and an attached spreadsheet regarding a request that the Town Board authorize the transfers and appropriations as set forth on said spreadsheet to reflect changes that have occurred since the adoption of the 2015 budget, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the transfers and appropriations as set forth on the above referenced spreadsheet to reflect changes that have occurred since the adoption of the 2015 budget.

Dated: December 9, 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
Suzanne Zaso, Director of Finance
2300 ELMWOOD AVENUE
ROCHESTER, NEW YORK 14618
(585) 784-5210 Fax (585) 784-5396

MEMORANDUM

To: The Honorable Town Board
Attn: Finance and Administrative Services Committee
From: Suzanne Zaso, Director of Finance *yz*
Date: December 1, 2015
Subject: Budget Transfers and Appropriations

I am requesting Town Board authorization to record the attached 2015 budget transfers and appropriations. These requested transfers and appropriations 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.

Attachment

			FROM	TO
Transfers			(DEBIT)	(CREDIT)
General Fund (A)				
Town Hall Facility Maintenance:				
Facility Operations	A.DPW.1620 2.60	Facility Improvements	\$9,000	
Facility Operations	A.DPW.1620 4.41	Maint./Repair Services		\$9,000
General Code Updates; Desktop Scanners; Stenographer Services; EZ Passes:				
Central Services	A.CLERK.1610 4.12	Office Supplies	\$6,100	
Town Clerk	A.CLERK.1410 8.40	Medical	\$1,500	
Town Clerk	A.CLERK.1410 4.17	Periodicals/Subscriptions		\$4,575
Town Clerk	A.CLERK.1410 4.12	Office Supplies		\$1,500
Town Clerk	A.CLERK.1410 4.44	Contracted Steno Services		\$1,000
Town Clerk	A.CLERK.1410 4.89	Misc. Expense		\$525
Vehicle Set-up:				
Fire Marshal	A.DPW.3410 1.20	Part-Time Wages	\$1,800	
Fire Marshal	A.DPW.3410 2.29	Vehicle Set-up		\$1,800
Change Account Code for DPW Copier Lease Charges:				
Central Services	A.CLERK.1610 4.45	Equipment Rental	\$2,000	
Building & Planning	A.DPW.8020 4.45	Equipment Rental		\$2,000
Benefits for New Full-Time IT Network Technician:				
Police Dept.	A.POLCE.3120 8.10	NYSRS Employer Contrib.	\$2,400	
Police Dept.	A.POLCE.3120 8.45	Medical	\$16,000	
Info Systems	A.FINCE.1680 8.10	NYSRS Employer Contrib.		\$2,400
Info Systems	A.FINCE.1680 8.40	Medical		\$16,000
Electrical for Traffic Light:				
Traffic Signs	A.HWY.3310 2.19	Tools	\$70	
Traffic Signs	A.HWY.3310 4.21	Electric		\$70
Benefits for New Full-Time Personnel Director:				
Personnel	A.PRSNL.1430 1.20	Part-Time Wages	\$5,100	
Town Clerk	A.CLERK.1410 8.40	Medical	\$2,300	
Personnel	A.PRSNL.1430 8.10	NYSRS Employer Contrib.		\$2,540
Personnel	A.PRSNL.1430 8.40	Medical		\$4,860
Wage Spread for PT Parks Seasonal Laborers:				
Meridian Centre Park	A.DPW.7125 1.20	Part-Time Wages	\$1,000	
Meridian Centre Park	A.DPW.7125 8.20	FICA	\$77	
Buckland Park	A.DPW.7115 1.20	Part-Time Wages		\$1,000
Buckland Park	A.DPW.7115 8.20	FICA		\$77
General Fund (D)				
Vehicle Set-Up:				
Machinery	D.HWY.5130 4.83	Printing Charges	\$140	
Machinery	D.HWY.5130 2.29	Vehicle Set-Up		\$140
				TO
Appropriations				(CREDIT)
Supported by amounts available in the respective Fund Balance Accounts				
Undistributed Benefits	A.UNDST.9000 8.40	Medical		\$ 91,615

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 9th day of December, 2015.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

RESOLVED, that correspondence dated November 30, 2015 from Finance Director Suzanne Zaso regarding a request that the Town Board set a public hearing to consider the appropriation of \$90,000.00 from the Town's Building Repair Reserve Fund (A 889.REPAR) to the Public Safety Wing HVAC Capital Project (H.PSFTY.HVAC 2.63) to provide funds for the HVAC replacement Project in the Public Safety Wing of Town Hall, be received and filed; and be it further

RESOLVED, that the Town Board pursuant to General Municipal Law Section 6-d hereby sets a public hearing for December 23, 2015 at noon or as soon thereafter as the matter may be heard to consider the appropriation of \$90,000.00 from the Town's Building Repair Reserve Fund (A 889.REPAR) to the Public Safety Wing HVAC Capital Project (H.PSFTY.HVAC 2.63) to provide funds for the HVAC replacement Project in the Public Safety Wing of Town Hall, and be it further

RESOLVED, that the Town Clerk post and publish notice of said public hearing as is required by law.

Dated: December 9, 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	_____



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

November 30, 2015

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

Re: Set Public Hearing on the Appropriation from the Repair Reserve Fund in Support of the
Public Safety Wing HVAC Project

Dear Honorable Town Board:

On February 25, 2015, the Town Board authorized a Bond Resolution in the amount of \$440,000 for the replacement of the heating, ventilation, and air conditioning (HVAC) system in the Public Safety Wing of Town Hall, inclusive of engineering services and financing costs. Since that time additional project costs have been identified, inclusive of a cooling tower unit that has been identified as being in need of replacement. I am recommending that the Town Board appropriate \$90,000 in funding from the Town's Repair Reserve account to provide funding for these additional costs associated with the overall project.

General Municipal Law section 6-d requires that a public hearing be set to appropriate repair reserve funds. Therefore, I am requesting action of the Town Board to set a public hearing for their December 23, 2015 meeting to consider the appropriation of \$90,000 from the Town's Building Repair Reserve Fund (A 889.REPAR) to the Public Safety Wing HVAC capital project (H.PSFTY.HVAC 2.63 – Building Improvements) to support the HVAC system replacement project in the Public Safety Wing of Town Hall.

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

cc: M. Guyon

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 9th day of December, 2015.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

Councilpersons

RESOLVED, that correspondence dated December 1, 2015 from Director of Recreation Rebecca J. Cotter regarding a request to authorize the Supervisor to execute a contract with Platinum Limousine of Western New York to provide transportation services for the Brighton Senior program for calendar year 2016, together with the Recreation Department's Request for Bid for such services and the bid received from Jeremy D. Bellinger, President, Platinum Limousine of Western New York, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the Supervisor to execute a contract with Platinum Limousine of Western New York to provide transportation services for the Brighton Senior program for calendar year 2016 substantially upon the terms and conditions set forth in the above referenced Request for Bid and the bid received in response thereto from Platinum Limousine of Western New York, subject to the review and approval of said contract by the Attorney to the Town.

Dated: December 9, 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
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

December 1, 2015

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

Senior Transportation Contract

Dear Finance Committee Members:

Funding is available in the 2016 Recreation Budget for Senior Transportation Services. Bid notices were mailed to several companies, public notice appeared in the Brighton-Pittsford Post.

Bids were opened on November 4, 2015 at 10:00 am. Platinum Limousine of Western New York was the sole bidder, with a bid price of \$87.50 per hour with a 4 hour minimum, and \$80.00 per hour for trips lasting more than 5 hours.

I respectfully request your permission to authorize the Supervisor to execute a contract for our Senior Transportation Service with Platinum Limousine of Western New York contingent upon successful vehicle inspection by Town Staff for 2016. The contract with the vendor is to provide to the Town the right to unilaterally extend the contract for up to four one year periods at a price equal to the current price offered as adjusted by the formula set forth in the attached bid document.

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

Respectfully,

Rebecca J. Cotter
Recreation Director

Department of Parks and Recreation Senior Citizens Transportation Services
Request for Bid to Provide Specified Services

The Town of Brighton's Recreation Department invites qualified prospective transportation service providers to submit a Formal Municipal Bid for the following transportation services to be provided to participants in the Town's Senior Citizens Program. In that the method by which such services are to be provided is left to the discretion of the prospective service provider, this solicitation is a Request for Formal Municipal Bid.

In soliciting transportation service bids, the Town is not committing to award a service contract, and may not be charged for any costs incurred in developing and submitting a bid. The Town reserves the right to reject any and all bid proposals received, and/or to amend this request upon written notice to all known interested parties. All proposals submitted become the property of the Town of Brighton.

All bid proposals submitted must be marked "Senior Citizens Transportation Services Proposal for 2015", and must be received in the offices of the Brighton Parks and Recreation Department, 220 Idlewood Road, Rochester, NY, 14618 no later than 10:00 AM on Wednesday, November 4, 2015. Questions on this Request for Proposal should be directed to Rebecca Cotter, Recreation Director at rebecca.cotter@townofbrighton.org or (585) 784-5276.

Weekly Scheduled (Tuesday) Senior Citizen Program Transportation Needs:

Weekly Tuesday morning pickup (at participants homes) beginning no earlier than 8:00 AM, with arrival at the Brighton Senior Center, 220 Idlewood Rd., no later than 9:30 AM.

Weekly Tuesday afternoon return trip (to participants homes) leaving at 1:00 PM, with all participants arriving at home no later than 2:30 PM.

The number of persons served each program day is within the range of 12-15 persons, with all persons served living within the borders of the Town of Brighton. The estimated total one-way mileage per trip is 30-40 miles.

Other (Non-Routine) Senior Citizen Program Transportation Needs:

The Senior Citizens Program also schedules from 2-3 other trips or outings per month where as few as 15 and as many as 25 seniors travel together to various destinations, generally within Monroe County, that include restaurants, shopping malls, theaters, museums, parks, and schools. Such outings, leaving from and returning to the Brighton Senior Center, typically last from 2-4 hours. These non-routine trips are typically on Thursdays and are scheduled monthly.

Roughly 2 times per year, the Senior Citizens Program travels outside of Monroe County, but no more than 50 miles from the Brighton Senior Center. Such outings usually include destinations in the vicinity of Canandaigua Lake, the Village of LeRoy, and the Finger Lakes Race Track. Such outings, leaving from and returning to the Brighton Senior Center, typically last from 3-6 hours.

Vehicle Needs and Requirements:

The type(s) and number of vehicles provided to meet both the regularly scheduled and other non-routine transportation service needs is left to the discretion of the prospective service provider. It is envisioned that such vehicles might include a full size bus or mini-bus, but excluding a school bus.

All vehicles must be:

- Properly licensed, inspected, and insured.
- Properly maintained such that they are safe and clean.
- Equipped with, at a minimum, an emergency first aid kit, multi-purpose (ABC) fire extinguisher, and communication system (two-way radio, cell phone, etc.) such that emergency services, repair services, or a relief vehicle (in case of a breakdown) could be immediately accessed.
- Equipped with properly operating air conditioning and heating systems.
- Have all seats situated in a forward facing position.

Insurance Requirements:

Prospective service providers must meet the following minimum service and vehicle related insurance requirements:

- Commercial General Liability with a combined single each occurrence limit of \$1,000,000 and \$2,000,000 in the aggregate for Bodily Injury and Property Damage.
- Business Automobile Liability with a single limit for each accident of \$1,000,000 for Bodily Injury and Property Damage.
- Excess/Umbrella Liability on an occurrence basis, with single occurrence and in the aggregate limits of no less than \$3,000,000.
- Workers' Compensation Benefits coverage with at least statutory limits of coverage.

The chosen service provider must furnish to the Town a Certificate(s) of Insurance showing the above required insurance to be in full force and effect. The Town of Brighton must be named as an additional insured with respect to the general liability insurance coverage required, and such certificates shall provide for thirty (30) days notice to the Town by the insurance carrier of any termination in whole or in part, or modification of any such policy.

Service Provider Personnel Requirements:

All drivers to be assigned must have a valid and in effect a Commercial Drivers License, that meets New York State Department of Motor Vehicles requirements, based on the class of vehicle being used. The drivers must be physically capable of providing loading and unloading assistance to program participants, and for assistance with packages and belongings weighing up to 25 pounds.

Prospective service providers should clearly explain and provide their own organizational requirements imposed on their drivers including, but not limited to:

- First aid, CPR, and AED training and certification;
- Defensive driving training certification;

- Emergency vehicle evacuation training;
- Any other required training regimens.

Proposal Submission Requirements:

Prospective service providers must provide four (4) copies of their proposal, including the commitment (by signature) of an authorized and responsible representative of the provider to enter into a contract for such transportation services for the remainder of the 2015 calendar year through December 31, 2016.

BIDDER MUST EXECUTE THE NON-COLLUSIVE BIDDING CERTIFICATE TO HAVE THIS PROPOSAL CONSIDERED COMPLETE.

A Bid Bond, Certified Check, or Cash in the amount of \$2,000 must accompany all proposals received. Proposals submitted without such security will be considered incomplete and may be rejected by the Town at its sole discretion. With proposals that are not selected, the bid deposit will be refunded upon the selection of a transportation service provider. The bid deposit for the selected transportation service provider will remain on deposit until a contract is executed.

For weekly scheduled (Tuesday and Thursdays of the month) Senior Citizen Program Transportation, the Town requests that prospective service provider pricing be presented on a per round trip, all passengers included (12-15 Senior Citizens) basis.

For other (non-routine) Senior Citizen Program Transportation, the Town requests that prospective service provider pricing be presented on a service per hour, all passengers included (15-25 Senior Citizens) basis.

Should any prospective service providers wish to propose alternative pricing structures, such pricing that might be dependent on time of day for service, number of passengers, type of vehicle used, etc. must be clearly delineated. The Town reserves the right to accept or reject any alternative pricing structures.

The selected service provider may be required to enter into negotiations leading to a final contract for service and including specific conditions with regard to service delivery, fee structure, and contractual protection to be afforded to the Town.

Payment Terms:

The Town will process all requests for payment pursuant to the terms of the service contract entered into, and upon the submission of a detailed Invoice. Pursuant to Town Law, payments may only be made upon presentation of approved vendor claims to the Town Board at their regularly scheduled Town Board meetings (which generally occur on the 2nd and 4th Wednesday of each month). Checks in payment of an approved vendor Invoice are mailed generally within 2-3 days of the Town Board meeting at which payment was authorized.

Provider-requested payment terms, including any discounts that may be taken based on prompt payment, must be clearly delineated in proposals submitted.

The Town reserves the right to withhold payment of an Invoice where it considers the Invoice to be incomplete until it is complete to the Town's sole satisfaction.

Term of Service Contract:

The term of an agreed upon Service Contract will be for the remainder of the 2015 calendar year through December 31, 2016. However, such contract may be renewed for up to four (4) additional one (1) year terms upon amending renewal terms and conditions acceptable to both parties.

With regard to such amending renewal terms, the service provider may request, and the Town in its sole discretion may accept or reject, an increase in fees. Such fee increase, if accepted by the Town, will be computed by the Town and will be based on the weighted average increase of two components:

- Two-thirds or 67% of any fee increase will be based on any increase in the Consumer Price Index (CPI) for northeast urban consumers, all items, not seasonally adjusted, as reported by the U.S. Department of Labor, with the base statistic being September 2014 and the increase in the CPI relating to the statistic reported as of the September immediately preceding the renewal year.
- One-third or 33% of any fee increase will be based on any increase in the price of No. 2 Regular Diesel Fuel at east coast retail pricing, as reported by the U.S. Department of Energy, with the base statistic being September 2014 and the increase in diesel fuel pricing relating to the statistic reported as of the September immediately preceding the renewal year.

Note: An example of how any requested fee increase would be computed, assuming a "per round trip" base fee of \$100 for weekly scheduled senior citizen transportation needs and an hourly rate of \$50 for other non-routine senior citizen transportation needs (such rates chosen for ease of computation purposes only) is enclosed with this Request for Proposal.

If agreement on amending terms, including any increase in fees, cannot be reached by the November 1st prior to the next renewal year, the contract shall be considered terminated as of December 31st.

Databases, Tables & Calculators by Subject

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Data extracted on: September 18, 2015 (2:35:16 PM)

Consumer Price Index - All Urban Consumers

Series Id: CUUR0100SA0
Not Seasonally Adjusted
Area: Northeast urban
Item: All items
Base Period: 1982-84=100

Download: .xlsx

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2005	202.6	203.6	206.0	206.9	206.2	206.2	207.9	208.7	210.8	211.5	210.0	209.0	207.5	205.3	209.7
2006	211.0	211.6	212.8	214.7	215.7	216.7	217.5	218.1	216.3	215.2	214.8	215.2	215.0	213.8	216.2
2007	215.813	216.651	218.334	219.501	220.591	221.579	221.945	221.559	221.436	221.951	223.356	223.425	220.512	218.745	222.279
2008	224.325	225.213	226.926	228.133	230.089	232.649	234.545	233.788	232.841	230.837	227.236	225.091	229.306	227.889	230.723
2009	225.436	226.754	227.309	227.840	228.136	229.930	230.154	230.883	231.200	231.304	231.708	231.462	229.343	227.568	231.119
2010	232.294	232.382	233.188	233.615	234.130	233.834	233.885	234.150	234.027	234.671	235.094	235.141	233.868	233.241	234.495
2011	235.969	237.110	239.074	240.267	241.566	241.690	242.282	243.033	243.323	243.014	242.652	241.987	240.997	239.279	242.715
2012	242.879	243.850	245.125	245.850	245.709	245.201	244.984	246.252	247.409	247.564	247.097	246.456	245.698	244.769	246.627
2013	247.277	248.665	248.719	248.464	248.584	248.851	249.411	249.858	250.231	249.320	249.503	249.567	249.038	248.427	249.648
2014	251.045	251.233	252.413	252.506	253.598	253.555	253.833	253.185	253.154	252.730	251.781	250.519	252.463	252.392	252.534
2015	250.016	250.619	251.451	251.760	252.770	253.626	253.405	252.903						251.707	

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www.bls.gov | Telephone: 1-202-691-5200 | TDD: 1-800-877-8339 | [Contact Us](#)

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 9th day of December, 2015.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor

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

RESOLVED, that the Town Board hereby reappoints Mark Kokanovich to the Parks, Recreation and Community Services Citizen's Advisory Board for a term effective January 1, 2016 and expiring December 31, 2018.

Dated: December 9, 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	_____