

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

**Meeting Date: Tuesday, February 18, 2016 (3:30 pm)
Location: Stage Conference Room, Brighton Town Hall**

1. Approval of Minutes – Receive and file minutes of the February 2, 2016 meeting.
2. Grant Acceptance and Budget Amendment (Justice Court) – Request from Dianne Burdett for Town Board action to accept a JCAP grant in the amount of \$10,000 for video surveillance cameras and to amend the Court budget to appropriate the grant and to transfer approximately \$5,900 from the Town Contingent Account as additional funding towards the purchase (see letter from D. Burdett).
3. Executive Session – Employment of a particular person.
4. Discussion – Discussion with Tim Keef regarding yard waste processing services.
5. Release of Liability (Town Clerk) – Request from Daniel Aman for Town Board authorization of the Supervisor to sign a General Release of liability with the County of Monroe and Monroe County Sheriff relating to damages to a Town owned light fixture as a result of an accident involving a Monroe County Sherriff's vehicle (see letter from D. Aman).

The next regularly scheduled meeting of the FASC will be held **Tuesday, March 1, 2016 at 3:30 pm**, in the Stage Conference Room of the Brighton Town Hall. All members of the public are invited to attend FASC meetings.

JUSTICE COURT

TOWN OF BRIGHTON

MONROE COUNTY

2300 ELMWOOD AVENUE, ROCHESTER, NY 14618

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

<http://www.townofbrighton.org>

2
Revised.

COURT ADMINISTRATOR
DIANNE BURDETT

JUSTICES
KAREN MORRIS
JOHN A. FALK

ASSISTANT COURT CLERK
MARY JO SCHILLER

February 16, 2016

Finance and Administrative Services Committee
Town of Brighton

Dear FASC Members,

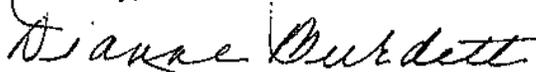
The court has received a grant in the amount of \$10,000 from the Justice Court Assistance Program. It was awarded towards the purchase of 3 video surveillance cameras. The cameras are to replace two currently in the custody areas that are no longer operational and a third camera to be installed outside, at the side entryway to the court. The initial quote in September 2015 for the purchase and installation of the cameras was \$15,318.34. It was subsequently amended to \$15,672.06. Further, this quote did not include an Ethernet Switch which is needed at a cost of \$196.67 bringing the total cost of the project to \$15,868.73.

In order to best utilize the JCAP grant and to fulfill the security objectives for the court, we are requesting that the Town Board authorize a budget transfer from the Town's Contingent Account (A.UNDST.1990 4.90) to the Facility Improvements line in the Justice's budget. This would cover the \$5,870 difference between the grant and the cost of the three cameras. It would complete the surveillance void that currently exists in areas the court deems a security concern for prisoners, staff and judges handling after hour arraignments.

With your approval for this budget transfer, we ask that you accept the JCAP grant and amend the court's budget to increase Facility Improvements (A. JSTCE.1110 2.60) by the \$10,000 and increase our revenues for NYS grant by same (A.JSTCE. 1110 3390).

We would appreciate the Town's consideration of this request as it would seem an appropriate opportunity to shore up the security needs of the court at this time.

Sincerely,



Dianne Burdett
Administrative Court Clerk

db

cc: *Suzanne Zaso*, Finance Director