

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

**Meeting Date: Wednesday, June 1, 2016 (8:30 am)  
Location: Stage Conference Room, Brighton Town Hall**

1. Approval of Minutes – Receive and file minutes of the May 18, 2016 meeting.
2. Appropriation for Mini Loader (Finance/Highway) – Request from Suzanne Zaso for Town Board action to appropriate \$71,000 in highway fund balance to purchase a mini loader as a replacement to a tractor used for sidewalk snow plowing and debris pickup (see letter from S. Zaso).
3. Discussion regarding piggybacking off NJPA contracts.
4. Contract with Brighton Central School District for Summer Camp Aid (Recreation) – Request from Rebecca Cotter for Town Board action to authorize the Supervisor to execute an agreement with Brighton Central School District to provide an aid for a participant in the 2016 Summer Playground Camp (see letter from R. Cotter).
5. Discussion regarding the procurement of table umbrellas for the Town's outdoor pool area.
6. Clean Sweep 2016 Program Sponsorships – Request from Suzanne Zaso for Town Board action to accept sponsorships of cash and in-kind services for the 2016 Clean Sweep Program (see letter from S. Zaso).
7. Executive Session – Employment of particular people.

The next regularly scheduled meeting of the FASC will be held **Wednesday, June 15, 2016 at 8:30 am**, in the Stage Conference Room of the Brighton Town Hall. All members of the public are invited to attend FASC meetings.

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

May 31, 2016

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

**Re: Appropriation for Mini Loader**

Dear Board Members:

The Town's current Capital Improvement Plan anticipates the replacement of a tractor in the highway department in 2017 that is used for sidewalk snowplowing. The current 2004 tractor is in need of repairs that are estimated to cost between \$11,000 and \$14,000 in order to be operational for the 2016/17 snow season. It is recommended that this unit be replaced before the snow season begins. The highway department has identified a mini articulated loader that can be used for this purpose along with debris pickup and other uses within the department. This unit along with snow blower, bucket, and V-plow attachments will cost approximately \$71,000 under a contract bid by another Town in NYS that is available for use.

My formal request to the Town Board is to appropriate \$71,000 from highway fund balance to the highway machinery tractor line (D.HWY.5130 2.23) for the purchase of a loader with attachments.

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

Sincerely,

Suzanne Zaso  
Director of Finance

Cc: T. Anderson  
T. Keef  
A. Banker



## 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

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June 1, 2016

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

I respectfully request your permission to authorize Supervisor Moehle to approve and sign a contractual agreement between the Town of Brighton and the Brighton Central School District. This agreement will allow Brighton Central School District to recruit, hire, train, and employ a 1 to 1 Aid for a participant at a 2016 Summer Playground Camp Program. The Town of Brighton will in turn reimburse Brighton Central School District for this service at an hourly rate of \$15.25 per hour as outlined by the intermunicipal agreement.

Funding has been identified for this expenditure in the 2016 Recreation Playground Camp Budget, A. Rec. 7140 4.49.

Please let me know if you have any questions or concerns regarding this request.

Thank you for your consideration,

Rebecca J. Cotter  
Recreation Director  
Town of Brighton



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

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May 31, 2016

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

**Re: Acceptance of Cash and In-Kind Sponsorships – 2016 Clean Sweep**

Dear Board Members:

I am recommending that Your Honorable Body accept the attached sponsorships of cash and in-kind services for the Clean Sweep event held on May 14, 2016. A total of \$2,900 was received in cash support and \$1,102.39 as in-kind support (see attached lists for complete details). The estimated total expenditures for the 2016 Clean Sweep Program are \$3,269.36. Funding is available from prior year events to support the additional expenses.

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

Sincerely,

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

Suzanne Zaso  
Director of Finance

Cc: L. Novros, Councilmember and Event Coordinator

Attachment: Cash & In-Kind Sponsor Listings

(6b)

**BRIGHTON CLEAN SWEEP – 2016**

**Cash Sponsorships**

<b>Sponsor</b>	<b>Amount</b>
<b>Brighton Chamber of Commerce</b>	<b>\$200.00</b>
<b>Brighton Fire District</b>	<b>200.00</b>
<b>Brighton Kiwanis</b>	<b>200.00</b>
<b>Brighton Rotary</b>	<b>200.00</b>
<b>Brighton Volunteer Ambulance</b>	<b>200.00</b>
<b>Canandaigua National Bank</b>	<b>200.00</b>
<b>Dollinger Associates, PC</b>	<b>200.00</b>
<b>Donna Matthews</b>	<b>100.00</b>
<b>Microworx</b>	<b>200.00</b>
<b>Ontario Hearing</b>	<b>200.00</b>
<b>Roselawn Neighborhood Assoc.</b>	<b>200.00</b>
<b>Assemblyman Joseph Morelle</b>	<b>250.00</b>
<b>Tri-City Apartments. (Rustic Village)</b>	<b>200.00</b>
<b>Waste Management</b>	<b>350.00</b>
	<b>\$2,900.00</b>

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**In-Kind Sponsors—Clean Sweep 2016**

<b>Sponsor</b>	<b>Donation</b>	<b>Contact Person/Letter Sent</b>	<b>Approximate Value</b>
<b>Bagel Land</b>	<b>16 dozen bagels @ \$9.00/doz</b>	<b>Bob Juliano 1896 Monroe Ave 442-3080 (store) 739-2288 (cell)</b>	<b>\$144.00</b>
<b>Delta Labs Adopt-A- Stream</b>	<b>500 garbage bags @ \$14.95/56 bags</b>	<b>Kaeti Stoss 410 White Spruce Blvd. Rochester, NY 14623 305-2226 (cell)</b>	<b>\$134.55</b>
<b>Great Harvest Bread Co.</b>	<b>4 desert platters @ \$39.95 ea</b>	<b>Wendy Russell, Mgr. 1890 Monroe Avenue 242-7544</b>	<b>159.80</b>
<b>Starbucks</b>	<b>4 take-out coffee cartons @ \$16. ea., 1 cambro @ \$21.50 ea</b>	<b>Danielle Starbucks 442-6410</b>	<b>\$86.00</b>
<b>Tops</b>	<b>10 doz donuts @ \$4.99/doz 6 gal. orange juice @ \$4.69/gal</b>	<b>Bridget Eberhard Tops Friendly Markets 1900 So. Clinton Ave. 442-2990</b>	<b>78.04</b>
<b>Wegmans</b>	<b>48 subs, chips, condiments, mini apples</b>	<b>Linda Piccirilli 586-6680 ext. 329 Linda.piccirilli@wegmans.com</b>	<b>500.00</b>
<b>Total</b>			<b>\$1102.39</b>