

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
May 26,2010

PRESENT:

Supervisor Sandra Frankel
Councilmember Sheila Gaddis
Councilmember Louise Novros
Councilmember Ray Tierney
Councilmember James Vogel

William Moehle, Attorney for the Town

Susan Kramarsky, Town Clerk

MEETING CALLED TO ORDER: 7:15 PM

OPEN FORUM:

Patricia Chess
Brijen Gupta

APPROVAL OF AGENDA:

Motion by Councilmember Louise Novros seconded by Councilmember Sheila Gaddis to approve the agenda

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize solicitation of bids for maintenance building construction at Buckland Park (see Resolution #1 ; letter from Jerry LaVigne, Director of Recreation, Parks and Community Service Department, dated May 7, 2010)

Motion by Councilmember Sheila Gaddis 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 Scott M. Adair, Chief Financial Officer, Monroe County Department of Finance, dated May 14, 2010 regarding Monroe County Sales Tax distribution for first quarter of 2010

FROM Peter Lovenheim, dated May 14, 2010, expressing thanks for the recognition he received at the Town Board meeting for his new book, In The Neighborhood

FROM New York State Department of Environmental Conservation, dated May 2010, regarding the Brownfield Cleanup Program for the Town and Country Cleaners site

FROM employees of the Clover Park Professional Building, 2425 Clover Street, expressing concerns with the proposed car wash at Monroe and Clover

FROM Christopher P. Noun, Hattie Harris Good Spirits Club International, dated May 12, 2010, recognizing Supervisor Frankel for National Thank You Day for Elected Officials

FROM Cheryl M. Rozzi, Clerk of the Monroe County Legislature, dated May 12, 2010, enclosing the Monroe County 2011-2016 Capital Improvement Program (filed in the Department of Public Works)

FROM Kathi Gingello, Community Development Manager, Monroe County Department of Planning and Development, dated May 12, 2010, enclosing the Monroe County Draft 2010-2015 Strategic Plan and 2010 Annual Action Plan (filed in the Department of Public Works)

FROM Brian Moon, Real Property Analyst. State of New York Office of Real Property Services, dated May 21, 2010 regarding 2010 State Equalization Rates-Rate Complaints

FROM Kathleen Szczepanek, dated May 23, 2010, thanking Supervisor Frankel and Doug Clapp for attending a Brighton Deaf Gathering

FROM Governor David Paterson, dated May 20, 2010, thanking Supervisor Frankel for providing to him her perspective concerning Senate Bill Number 4999-A and Assembly Bill Number 10664

FROM Patricia & Mitch Chess dated May 26, 2010 regarding debris on Heatherstone Lane

Motion by Councilmember Sheila Gaddis seconded by Councilmember James Vogel to receive and file aforementioned communications

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

COMMITTEE REPORTS:

Community Services - Councilmember Louise Novros reported on meeting of May 20, 2010. Next meeting June 17, 2010.

Finance and Administrative Services - May 19, 2010 Next meeting June 2, 2010

Public Safety Services - Next meeting June 8, 2010

Public Works Services - June 8, 2010

OLD BUSINESS:

MATTER RE: Receive and file Planning Board Advisory Report for proposed Winfield Park Project (see letter from Ramsey A. Bohner, dated May 25, 2010)

Motion by Councilmember James Vogel seconded by Councilmember Sheila Gaddis to receive and file aforementioned communication

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

NEW BUSINESS:

MATTER RE: Reading and approval of claims

Motion by Councilmember Sheila Gaddis seconded by Councilmember James Vogel that the Supervisor read and approve payment of claims as set forth in Exhibit NO. 2 attached

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize Supervisor to execute appraisal services agreement with Pomeroy Appraisal Associates, Inc. for Country Club of Rochester tax certiorari litigation (see Resolution #14; memorandum from Elaine Ainsworth, Assessor, dated January 13, 2010)

Motion by Councilmember Sheila Gaddis 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. 3 attached.

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize Supervisor to execute agreement with Pittsford Central School District for reimbursement of 50% of appraisal services costs for the Country Club of Rochester tax certiorari litigation (Resolution #15; memorandum from Elaine Ainsworth, Assessor, dated May 19, 2010)

Motion by Councilmember Sheila Gaddis seconded by Councilmember James Vogel that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit NO.4 attached.

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize acceptance of \$50,000 grant from New York State Office of Parks, Recreation and Historic Preservation (NYSOPRHP) for the Veterans' Memorial project (see Resolution #2; memorandum from Paula A. Parker, Director of Finance, dated May 18, 2010 and letter from Melinda Scott, Chief of Grants, NYSOPRHP, dated March 25, 2010)

Motion by Councilmember James Vogel seconded by Councilmember Sheila Gaddis that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit No.5 attached.

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize appointment of Kevin Hall to the position of Shared Services Facilities Administrator, effective May 31, 2010 (see Resolution #3; memorandum from Laraine Albers and Paula A. Parker, Director of Finance, dated May 17, 2010)

Motion by Councilmember Sheila Gaddis 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 amendment to Town's organizational chart by abolishing one Full Time Custodial Assistant position and creating one Full Time Cleaner position (see Resolution #4; memorandum from Laraine Albers and Paula A. Parker, Director of Finance, dated May 17, 2010)

Motion by Councilmember Sheila Gaddis 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 contract with Laraine Albers for transitional training with new Secretary to the Supervisor and for on-call executive consultant services (see Resolution #5; memorandum from Supervisor Sandra L. Frankel and Paula A. Parker, Director of Finance, dated May 17,2010)

Motion by Councilmember Sheila Gaddis seconded by Councilmember James Vogel that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit NO. 8 attached.

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Accept retirement of Barbara Patrick from position of Records Clerk in the Police Department, effective May 29, 2010 (see Resolution #6; letters from Thomas M. Voelkl, Chief of Police, dated April 5, 2010 and Barbara G. Patrick, dated March 31,2010)

Motion by Councilmember Ray Tierney 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. 9 attached.

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize Supervisor to execute four-year contracts with Xerox, effective July 2010, for replacement of copiers in Shared Services Reception Area, Recreation Department, Department of Public Works, Highway Department Operations Center and Police Department (see Resolution #7; memorandum from Susan Wentworth, Coordinator of Data Processing, dated May 14, 2010)

Motion by Councilmember James Vogel seconded by Councilmember Sheila Gaddis 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 agreement with Rochester Monroe County Youth Bureau for 2010 funding for development of the Town's Youth Asset Building Initiative (see Resolution #8; letter from Jerry LaVigne, Director of Recreation, Parks and Community Service Department, dated May 17, 2010)

Motion by Councilmember Louise Novros seconded by Councilmember Sheila Gaddis 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 professional services agreement with Thomas Low for certain upcoming projects (see Resolution #10; letter from Timothy E. Keef, Commissioner of Public Works/ Highway Superintendent, dated May 14, 2010)

Motion by Councilmember James Vogel seconded by Councilmember Sheila Gaddis 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: Authorize Supervisor to execute confidentiality agreement with RG&E for street lighting proposal (see Resolution #11; letter from Timothy E. Keef, Commissioner of Public Works/Highway Superintendent dated May 17,2010)

Motion by Councilmember James Vogel seconded by Councilmember Sheila Gaddis 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: Authorize acceptance of \$8,000 from Daniele family for reimbursement of supplemental traffic evaluation costs by Stantec (see Resolution #12; letter from Timothy E. Keef, Commissioner of Public Works/Highway Superintendent dated May 17, 2010)

Motion by Councilmember James Vogel seconded by Councilmember Sheila Gaddis 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: Adopt the Town's Revised Vehicle Use Policy (see Resolution #13; memorandum from Gary Brandt, Director of Personnel, dated May 4, 2010 with attached Policy)

Motion by Councilmember Sheila Gaddis 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: Set June 9, 2010 Public Hearing for request of Hybridge Dental Lab, LLC, 1960 Elmwood Avenue, to relocate in City of Rochester Empire Zone (see Resolution #16; letters from Timothy E. Keef, Commissioner of Public Works/Highway Superintendent dated May 24, 2010, and Brijen K. Gupta, dated May 20, 2010)

Motion by Councilmember James Vogel seconded by Councilmember Sheila Gaddis 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

MATTER RE: Set June 23, 2010 Public Hearing for Incentive Zoning for proposed "The Reserve" Project (see Resolution #17)

Motion by Councilmember James Vogel seconded by Councilmember Ray Tierney that the Town Board adopt the resolution as prepared by the Attorney for the Town as set forth in Exhibit NO.17 attached.

UPON ROLL CALL VOTE the following vote was recorded
 Councilmember Sheila Gaddis abstain
 Councilmember Louise Novros aye
 Councilmember Ray Tierney aye
 Councilmember James Vogel aye
 Supervisor Sandra Frankel aye

MOTION CARRIED

MATTERS OF THE SUPERVISOR:

MATTER RE: Sister City relationship with Istanbul (see Resolution # 18; letter from Supervisor Sandra L. Frankel, dated May 26, 2010)

Motion by Councilmember Sheila Gaddis 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.18 attached.

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

EXECUTIVE SESSION:

Motion by Councilmember Sheila Gaddis seconded by Councilmember James Vogel to go into executive session at 8:45 PM to discuss the appointment and employment of particular people, real estate & contract negotiations

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

Motion by Councilmember Sheila Gaddis seconded by Councilmember James Vogel to come out of executive session at 9:50 PM

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MEETING ADJOURNED:

Motion by Councilmember James Vogel seconded by Councilmember Louise Novros to adjourn at 9:55 PM

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

CERTIFICATION:

I, Susan Kramarsky, 79 Monteroy Road, Rochester, NY do hereby certify that the foregoing is a true and accurate record of the proceedings of the Town of Brighton County of Monroe, State of New York meeting held on the 26 May 2010 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 26th day of May 2010.

PRESENT:

SANDRA L. FRANKEL,
Supervisor
JAMES R. VOGEL
RAYMOND J. TIERNEY III
LOUISE NOVROS
SHEILA A. GADDIS
Councilpersons

RESOLVED, that correspondence dated May 7, 2010 from Jerry LaVigne, Director of Parks and Recreation, concerning solicitation of bids for construction of a park maintenance building at Buckland Park, be received and filed; and be it further

RESOLVED, that the Director of Parks and Recreation is hereby authorized to seek bids for the construction of a park maintenance building at Buckland Park to replace the pole barn previously destroyed by a wind storm.

Dated: May 26, 2010

Sandra L. Frankel, Supervisor	Voting
James R. Vogel, Councilman	Voting
Raymond J. Tierney III , Councilman	Voting
Louise Novros, Councilperson	Voting
Sheila A. Gaddis, Councilperson	Voting

CLAIMS FOR APPROVAL AT TOWN BOARD MEETING

May 26, 2010

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>232,444.00</u>
D - HIGHWAY	<u>89,348.14</u>
H - CAPITAL	<u>3,874.81</u>
L - LIBRARY	<u>41,603.94</u>
SB - BUSINESS IMPROVM	<u>90.00</u>
SS - SEWER DIST	<u>34,785.24</u>
TA - AGENCY TRUST	<u>23,500.85</u>
TE - EXPENDABLE TRUST	<u>2,225.50</u>
TOTAL	<u>\$ 427,872.48</u>

UPON ROLL CALL MOTION CARRIED _____

APPROVED BY: _____
 SUPERVISOR

 COUNCIL MEMBER

 COUNCIL MEMBER

TO THE SUPERVISOR:

I CERTIFY THAT THE VOUCHERS LISTED ABOVE WERE AUDITED BY THE TOWN BOARD ON THE ABOVE DATE AND ALLOWED IN THE AMOUNTS SHOWN. YOU ARE HEREBY AUTHORIZED AND DIRECTED TO PAY TO EACH OF THE CLAIMANTS THE AMOUNT OPPOSITE HIS NAME.

 DATE

 TOWN CLERK

At a Town Board Meeting of the Town of Brighton, Monroe county, New York, held at the Brighton Town Hall, 2300 Elmwood Avenue, in said Town of Brighton on the 26th day of May 2010.

PRESENT:

SANDRA L. FRANKEL,
Supervisor

JAMES R. VOGEL
RAYMOND J. TIERNEY III
LOUISE NOVROS
SHEILA A. GADDIS
Councilpersons

WHEREAS, the Country Club of Rochester has brought tax certiorari litigation that will require the Town to obtain appraisal services; and

WHEREAS, the Town Assessor developed a request for proposals for such services, has reviewed the responses and recommends that the Town retain Pomeroy Appraisal Associates, Inc. for such appraisal; it is therefore

RESOLVED, that a memorandum dated May 19, 2010 from Elaine Ainsworth, Town Assessor, concerning the tax certiorari proceeding brought by the Country Club of Rochester, be received and filed; and be it further

RESOLVED, that the Supervisor is hereby authorized to execute and deliver an agreement by and between the Town and Pomeroy Appraisal Associates, Inc. for appraisal services in connection with the tax certiorari proceeding brought by the Country Club of Rochester, at a cost not to exceed \$25/000.00/ which agreement shall be in form and substance as may be approved by the Attorney to the Town.

Dated: May 26, 2010

Sandra L. Frankel, Supervisor	Voting
James R. Vogel, Councilman	Voting
Raymond J. Tierney III, Councilman	Voting
Louise Novros, Councilperson	Voting

Sheila A. Gaddis, 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 26th day of May 2010.

PRESENT :

SANDRA L. FRANKEL,
Supervisor

JAMES R. VOGEL
RAYMOND J. TIERNEY III
LOUISE NOVROS
SHEILA A. GADDIS
Councilpersons

WHEREAS, the Town Board has authorized an agreement for appraisal services in connection with tax certiorari litigation brought by the Country Club of Rochester; and

WHEREAS, because such litigation could adversely affect the Pittsford Central School District, the District has agreed to reimburse the Town for 50% of the cost of such appraisal services; it is therefore

RESOLVED, that the Supervisor is hereby authorized to execute and deliver an agreement by and between the Town and the Pittsford Central School District, under which the Pittsford Central School District will reimburse the Town for 50% of the cost of the appraisal services to be provided by Pomeroy Appraisal Associates, Inc. in connection with the tax certiorari litigation brought by the Country Club of Rochester, which agreement shall be in form and substance as may be approved by the Attorney to the Town.

Dated: May 26, 2010

Sandra L. Frankel, Supervisor	Voting
James R. Vogel, Councilman	Voting
Raymond J. Tierney III, Councilman	Voting
Louise Novros, Councilperson	Voting
Sheila A. Gaddis, 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 26th day of May 2010.

PRESENT:

SANDRA L. FRANKEL,

Supervisor

JAMES R. VOGEL
RAYMOND J. TIERNEY III
LOUISE NOVROS
SHEILA A. GADDIS

Councilpersons

RESOLVED, that a memorandum dated May 18, 2010 from Paula A. Parker, Director of Finance, together with correspondence dated March 25, 2010 from Melinda Scott, Chief of Grants, New York State Office of Parks Recreation and Historic Preservation, both concerning a grant from the New York State Office Parks, Recreation and Historic Preservation, for the construction of a Veterans' Memorial in Buckland Park, be received and filed; and be it further

RESOLVED, that the Supervisor is hereby authorized to execute a contract with the New York State Office Parks, Recreation and Historic Preservation, together with such other documents and agreements as may be required in connection with such grant, all of which shall be in form and substance as may be approved by the Attorney for the Town.

Dated: May 26, 2010

Sandra L. Frankel, Supervisor	Voting
James R. Vogel, Councilman	Voting
Raymond J. Tierney III, Councilman	Voting
Louise Novros, Councilperson	Voting
Sheila A. Gaddis, Councilperson	Voting



PAULA A. PARKER, DIRECTOR OF FINANCE
2300 ELMWOOD AVENUE SUITE 110
ROCHESTER, NEW YORK 14618
Phone (585) 784-5210 Fax (585) 784-5396

MEMORANDUM

To: The Honorable Town Board
Attn.: Finance and Administrative Services Committee
From: Paula A. Parker, Director of Finance
Date: May 18, 2010
Subject: Acceptance of Grant Award for \$50,000 from
NYS Office of Parks, Recreation and Historic Preservation

I recommend that Your Honorable Body accept a grant award in the amount of \$50,000 from the New York State Office of Parks, Recreation and Historic Preservation for the Veteran's Memorial project to be placed in Buckland Park. Further authorize the Supervisor to execute the contract and any related documents as needed.

Funds will be restricted to partially funding the construction of the Veteran's Memorial Project as presented by the Veteran's Committee. The anticipated project total is about \$350,000 with the Town of Brighton anticipating the receipt of two separate grants of \$10,000 and \$50,000.

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.

Copy to: S. Frankel and W. Moehle

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 26th day of May 2010.

PRESENT:

SANDRA L. FRANKEL,

Supervisor

JAMES R. VOGEL
RAYMOND J. TIERNEY III
LOUISE NOVROS
SHEILA A. GADDIS

Councilpersons

RESOLVED, that a memorandum dated May 17, 2010 from Laraine Albers, Shared Services Facilities Administrator and Paula A. Parker, Director of Finance, concerning the appointment of Kevin Hall as Shared Services Facilities Administrator, be received and filed; and be it further

RESOLVED, that the Town Board hereby appoints Kevin Hall for the position of Shared Services Facilities Administrator, effective May 31, 2010, on a probationary basis with a probationary period of twenty six weeks, for an annual flat salary stipend of \$5,280, to be paid to Mr. Hall in addition to his salary as maintenance mechanic.

Dated: May 26, 2010

Sandra L. Frankel, Supervisor	Voting
James R. Vogel, Councilman	Voting
Raymond J. Tierney III, Councilman	Voting
Louise Novros, Councilperson	Voting
Sheila A. Gaddis, Councilperson	Voting



PAULA A. PARKER DIRECTOR OF FINANCE
2300 ELMWOOD AVENUE SUITE 110
ROCHESTER, NEW YORK 14618
Phone (585) 784-5210 Fax (585) 784-5396

MEMORANDUM

To: The Honorable Town Board
Attn.: Finance and Administrative Services Committee
From: Laraine Albers, Shared Services Facilities Administrator
Paula A. Parker, Director of Finance
Date: May 17, 2010
Subject: Appoint Kevin Hall as Shared Services Facilities Administrator
Effective May 31, 2010

I request that Your Honorable Body take action to appoint Kevin Hall to the position of Shared Services Facilities Administrator effective May 31, 2010. The annual flat salary stipend is \$5,280, which will be paid to Mr. Hall in addition to his regular salary as Maintenance Mechanic.

This change results in NO cost or savings to the current 2010 budget. The duties for this position will transition from Laraine Albers to Kevin Hall. Mr. Hall will be required to successfully complete a twenty-six week probationary period. Public Works Commissioner, Tim Keef, will be assuming the supervisory oversight of this position.

We 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.

Copy to: S. Frankel, W. Moehle

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 26th day of May 2010.

PRESENT:

SANDRA L. FRANKEL,

Supervisor

JAMES R. VOGEL
RAYMOND J. TIERNEY III
LOUISE NOVROS
SHEILA A. GADDIS

Councilpersons

RESOLVED, that a memorandum dated May 17, 2010 from Laraine Albers, Shared Services Facilities Administrator and Paula A. Parker, Director of Finance, concerning the abolition of a full time position of Custodial Assistant and the creation of a full time position of Cleaner in order to provide cleaning services in the Town's Public Safety Wing, be received and filed; and be it further

RESOLVED, that the Town's Table of Organization and Salary Schedule be amended to abolish one position of Custodial Assistant full-time and create one position of Cleaner, full-time, in the Shared Services Department.

Dated: May 26, 2010

Sandra L. Frankel, Supervisor	Voting
James R. Vogel, Councilman	Voting
Raymond J. Tierney III, Councilman	Voting
Louise Novros, Councilperson	Voting
Sheila A. Gaddis, Councilperson	Voting



PAULA A. PARKER, DIRECTOR OF FINANCE
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MEMORANDUM

To: The Honorable Town Board
Attn.: Finance and Administrative Services Committee
From: Laraine Albers, Shared Services Facilities Administrator
Paula A. Parker, Director of Finance
Date: May 17, 2010
Subject: Abolish one (1) position of Custodial Assistant
Create one (1) position of Cleaner Full-Time
For Public Safety Wing cleaning services

I request that Your Honorable Body take action to amend the Town of Brighton's organizational chart and salary chart as follows:

Abolish one (1) position of Custodial Assistant full-time and
Create one (1) position of Cleaner full-time in the shared services department to provide cleaning services to the public safety wing. After reviewing the services needed with Gary Brandt, Personnel Director, the position requirements in the public safety wing are that of a cleaner and more closely mirror the services actually be provided to that area of the Town of Brighton's Town Hall's Public Safety Wing at the present time.

With the recommendation comes significant savings to the budget. The savings, exclusive of unemployment, will be between \$18,900 and \$22,600 depending on the hours of the work week remaining at 35 or changing to 30 hours per week respectively. This position will also remain full-time and will be entitled to all the full-time benefits as per the Town of Brighton's employment policies.

We 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.

Copy to: S. Frankel, W. Moehle

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 26th day of May 2010.

PRESENT :

SANDRA L. FRANKEL,
Supervisor

JAMES R. VOGEL
RAYMOND J. TIERNEY III
LOUISE NOVROS
SHEILA A. GADDIS
Councilpersons

RESOLVED, that a memorandum dated May 17, 2010 from Sandra L. Frankel, Town Supervisor and Paula A. Parker, Director of Finance, concerning a contract with Laraine Albers to provide transitional services as needed, be received and filed, together with an attachment thereto; and be it further

RESOLVED, that the Supervisor is hereby authorized to execute and deliver an agreement by and between the Town and Laraine Albers for contract services at an hourly rate of \$30 per hour, which agreement shall be in form and substance as may be approved by the Attorney for the Town.

Dated: May 26, 2010

Sandra L. Frankel, Supervisor	Voting
James R. Vogel, Councilman	Voting
Raymond J. Tierney III, Councilman	Voting
Louise Novros, Councilperson	Voting
Sheila A. Gaddis, Councilperson	Voting



PAULA A. PARKER, DIRECTOR OF FINANCE
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MEMORANDUM

To: The Honorable Town Board
Attn.: Finance and Administrative Services Committee
From: Sandra L. Frankel, Town Supervisor
By Paula A. Parker, Director of Finance 
Date: May 17, 2010
Subject: Approve transitional services contract for training
With Laraine Albers, effective May 31, 2010

I recommend that Your Honorable Body authorize the Supervisor to execute a contract agreement with Laraine Albers to provide training services to Mary Ann Husser, Secretary to the Supervisor relating to the office procedures in the Town of Brighton Supervisor's Office.

Said contract will be for \$30 per hour and will be in such form as determined by the Attorney to the Town. The consulting / training services will be provided on an ongoing, as needed basis and can be terminated by either party as defined in the contract.

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.

Copy to: S. Frankel, W. Moehle

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 26th day of May 2010.

PRESENT:

SANDRA L. FRANKEL,
Supervisor
JAMES R. VOGEL
RAYMOND J. TIERNEY III
LOUISE NOVROS
SHEILA A. GADDIS
Councilpersons

RESOLVED, that correspondence dated April 5, 2010 from Thomas M. Voelkl, Chief of Police, together with correspondence dated March 31, 2010 from Barbara G. Patrick, both concerning the retirement of Barbara G. Patrick from the Brighton Police Department, be received and filed, together with an attachment thereto; and be it further

RESOLVED, that the Town Board hereby accepts the retirement of Barbara G. Patrick from the Brighton Police Department, effective May 29, 2010, with regret.

Dated: May 26, 2010

Sandra L. Frankel, Supervisor	Voting
James R. Vogel, Councilman	Voting
Raymond J. Tierney III, Councilman	Voting
Louise Novros, Councilperson	Voting
Sheila A. Gaddis, 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 26th day of May 2010.

PRESENT:

SANDRA L. FRANKEL,

Supervisor

JAMES R. VOGEL
RAYMOND J. TIERNEY III
LOUISE NOVROS
SHEILA A. GADDIS

Councilpersons

RESOLVED, that a memorandum dated May 14, 2010 from Susan Wentworth, Coordinator of Data Processing, concerning copier replacements, be received and filed, together with attachments thereto; and be it further

RESOLVED, that the Town Board hereby declares that those certain copiers listed in the proposed Lease Agreements attached to the above memorandum be declared surplus and traded in to Xerox Corporation in connection with the acquisition of replacement copiers, for the trade-in prices listed in those Lease Agreements; and be it further

RESOLVED, that the Supervisor is hereby authorized to execute and deliver Lease Agreements with Xerox Corporation under which the Town will finance lease copiers for a term of four (4) years, in the Shared Services reception area, Recreation Department, Department of Public Works, Highway Department and Police Department, following which four year term the copiers will be owned by the Town, and which Lease Agreements shall be in form and substance as may be approved by the Attorney for the Town.

Dated: May 26, 2010

Sandra L. Frankel, Supervisor	Voting
James R. Vogel, Councilman	Voting
Raymond J. Tierney III, Councilman	Voting
Louise Novros, Councilperson	Voting
Sheila A. Gaddis, 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 26th day of May 2010.

PRESENT:

SANDRA L. FRANKEL,

Supervisor

JAMES R. VOGEL
RAYMOND J. TIERNEY III
LOUISE NOVROS
SHEILA A. GADDIS

Councilpersons

RESOLVED, that correspondence dated May 17, 2010 from Jerry LaVigne, Director of Parks and Recreation, concerning the Rochester Monroe County Youth Bureau Contract, be received and filed; and be it further

RESOLVED, that the Supervisor is hereby authorized to execute and deliver an agreement by and between the Town and the County of Monroe for funding under the Monroe County Youth Bureau program, under which the Town will receive an amount not to exceed \$10,958.00, which agreement shall be in form and substance as may be approved by the Attorney for the Town.

Dated: May 26, 2010

Sandra L. Frankel, Supervisor	Voting
James R. Vogel, Councilman	Voting
Raymond ,J. Tierney III, Councilman	Voting
Louise Novros, Councilperson	Voting
Sheila A. Gaddis, 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 26th day of May 2010.

PRESENT:

SANDRA L. FRANKEL,
Supervisor
JAMES R. VOGEL
RAYMOND J. TIERNEY III
LOUISE NOVROS
SHEILA A. GADDIS
Councilpersons

RESOLVED, that correspondence dated May 14, 2010 from Timothy E. Keef, P.E., Commissioner of Public Works, concerning a professional services agreement with Thomas A. Low, be received and filed; and be it further

RESOLVED, that the Supervisor is hereby authorized to execute and deliver an agreement by and between the Town and Thomas A. Low for professional consulting services at a cost not to exceed \$2,060.00 during 2010, which agreement shall be in form and substance as may be approved by the Attorney for the Town.

Dated: May 26, 2010

Sandra L. Frankel, Supervisor	Voting
James R. Vogel, Councilman	Voting
Raymond J. Tierney III, Councilman	Voting
Louise Novros, Councilperson	Voting
Sheila A. Gaddis, 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

May 14, 2010

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

re: Professional Services Agreement
Thomas A. Low

Dear Councilwoman Gaddis and Committee Members:

Please consider entering into a professional services contract with Thomas A. Low to assist this department with upcoming projects that will demand a level of knowledge and expertise that Mr. Low can provide. It is anticipated that the Senator Keating Boulevard Transportation Development District will be moving forward shortly, as well as a variety of other undertakings. Funds are available in the A.DPW 1490.449 account, "where \$2,060.00 was budgeted this year for this purpose, which I would propose as a not to exceed amount.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled May 19, 2010 meeting in the event that you have any questions regarding this matter.

Very truly yours,

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

TEK/wp

cc: R. Boehner
M. Guyon
P. Parker

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 26th day of May 2010.

PRESENT:

SANDRA L. FRANKEL,

Supervisor

JAMES R. VOGEL
RAYMOND J. TIERNEY III
LOUISE NOVROS
SHEILA A. GADDIS

Councilpersons

RESOLVED, that correspondence dated May 17, 2010 from Timothy E. Keef, P.E., Commissioner of Public Works, concerning a proposed Confidentiality Agreement with Rochester Gas and Electric in connection with the proposed acquisition of street lights within certain neighborhoods by the Town, be received and filed, together with an attachment thereto; and be it further

RESOLVED, that the Supervisor is hereby authorized to execute and deliver an agreement by and between the Town and Rochester Gas and Electric under which Rochester Gas and Electric will provide certain proprietary information to the Town in connection with the proposed acquisition of street lights by the Town, and the Town will hold such information in confidence to the extent permitted by law, which agreement shall be in form and substance as may be approved by the Town.

Dated: May 26, 2010

Sandra L. Frankel, Supervisor	Voting
James R. Vogel, Councilman	Voting
Raymond J. Tierney III, Councilman	Voting
Louise Novros, Councilperson	Voting
Sheila A. Gaddis, 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 26th day of May 2010.

PRESENT:

SANDRA L. FRANKEL,
Supervisor
JAMES R. VOGEL
RAYMOND J. TIERNEY III
LOUISE NOVROS
SHEILA A. GADDIS
Councilpersons

WHEREAS, the Town previously retained Stantec Consulting Services to perform an independent traffic evaluation of the proposed car wash at 2875 Monroe Avenue, at a cost not to exceed \$8,000.00; and

WHEREAS, the developer of the proposed project has paid the Town \$8,000.00 to reimburse it for the cost of Stantec's services, which funds must be accepted and accounted for in the Town Budget; it is therefore

RESOLVED, that correspondence dated May 17, 2010 from Timothy E. Keef, P.E., Commissioner of Public Works, concerning the supplemental traffic evaluation for the Incentive Zoning Proposal at 2875 Monroe Avenue, be received and filed; and be it further

RESOLVED, that the Town Board hereby accepts reimbursement of the \$8,000.00 cost to conduct a traffic study related to the incentive zoning application for 2875 Monroe Avenue, and amends the Town's 2010 Budget to increase revenue in account A.DPW.8020.2560 by \$8,000.00 to be offset by a disbursement from account A.DPW. 8020.449, in the same amount, to reflect the costs of the traffic study and reimbursement for such study.

Dated: May 26, 2010

Sandra L. Frankel, Supervisor	Voting
James R. Vogel, Councilman	Voting
Raymond J. Tierney III, Councilman	Voting
Louise Novros, Councilperson	Voting
Sheila A. Gaddis, 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 26th day of May 2010.

PRESENT:

SANDRA L. FRANKEL,
Supervisor
JAMES R. VOGEL
RAYMOND J. TIERNEY III
LOUISE NOVROS
SHEILA A. GADDIS
Councilpersons

RESOLVED, that a memorandum dated May 4, 2010 from Gary Brandt, Director of Personnel, concerning proposed revisions to the Town's Vehicle Use Policy, be received and filed, together with a copy of such proposed Policy; and be it further

RESOLVED, that the Town Board hereby approves and adopts the revisions to the Vehicle Use Policy, in the form presented to this meeting.

Dated: May 26, 2010

Sandra L. Frankel, Supervisor	Voting
James R. Vogel, Councilman	Voting
Raymond J. Tierney III, Councilman	Voting
Louise Novros, Councilperson	Voting
Sheila A. Gaddis, Councilperson	Voting

Town of Brighton Policy, Procedures and Practices
for
Town Employee and Volunteer Use of Non-Commercial Town and
Personal Vehicles**

*This policy supersedes all previous editions and is effective **May 27th**, 2010 by resolution of the Town Board on **May 26, 2010**, and shall be known as the Town Vehicle Use Policy*

Adopt the following policy and term definitions:

Table of Contents

- I. Definitions
- II. Policy
- III. Procedures for Vehicle Use
- IV. Required Driver Safety Standards
- V. Vehicle Maintenance
- VI. Accident Guidelines
- VII. Reimbursement Guidelines for DPW Foremen
- VIII. Compliance Clause
- IX. Employee/Volunteer Acknowledgement Form
- X. Employee/Volunteer License Check Authorization Form

1. Definitions-

*Employee: Any full time or part time person **who** appears on the **Town** of Brighton official payroll, as verified by the Directors of Finance and Personnel. **Any** student **who** is paid is considered an employee by **this** definition.*

*Volunteer: **Any** person **AUTHORIZED** by the Town Supervisor or his/her designee, and/or **when serving** on a Town committee or board as approved by **the** **Town Board**, **who works** to advance and serve the interests of **the** Town, and **who serves without compensation. Unpaid** students are considered volunteers.*

**** Original policy adopted 04/29/92, amended on 07/29/92 and 04/93.**

Emergency Vehicle: Any Town vehicle that is used to respond to any public safety emergency as a first response vehicle, e.g. Police cars, DPW/Highway/Sewer trucks.

Pool Vehicle: Any Town non emergency vehicle that is designated by the Town Supervisor or his/her designee, which is not assigned to a specific employee, may be a pool vehicle. To be excluded as pool vehicles are Town vehicles designed and/or used for a specific work purpose, e.g. DPW survey van.

Personal Commuting: The use of a Town vehicle to transport an employee or volunteer from work to home and back to work, as approved by the Town Supervisor or his/her designee.

Vehicle Coordinator: Department Heads or their designee, as approved by the Town Supervisor, who shall administer the Town Vehicle Use Policy for their respective department.

II. Policy.

The following policy statements shall apply to employees and volunteers and govern the use of Town vehicles and personal vehicles by employees and volunteers while conducting official Town business.

General

a. The Town would make available to employees and volunteers the use of vehicles for Town business as necessary, to complete assigned Town business and duties. In the event that employees or volunteers use their own vehicle for approved Town business, they would be reimbursed at the IRS rate, as approved by the Town Board. Town vehicles should only be requested when the use of Town vehicles is considered to be the most cost effective and efficient mode of transportation.

Vehicle Coordinators

b. Department heads of Shared Services, Police, DPW and Parks & Recreation shall manage the use of any Town owned pool vehicles within their respective departments pursuant to this policy, and shall serve as Vehicle Coordinator for their respective department, or designate a senior employee within their department to serve as Vehicle Coordinator.

Employee/Volunteer Use

c. Emergency **vehicles** shall be assigned to the following employees on a 24 hour use basis: Chief of Police, Police Captains, Fire Marshal, Commissioner of Public

Works, Deputy Commissioner of Highways and three DPW Foremen. All other emergency vehicles are assigned to the departments. Emergency vehicles assigned to individuals can be used for personal commuting without restrictions, *except as defined in paragraph II. (d) below.*

DPW Foremen Personal Commuting

d. This policy shall restrict the use of Town emergency vehicles for personal commuting in the following manner only for *DPW Foremen*: any personal commuting distance which exceeds 30 miles per day will result in the employee reimbursing the Town at the IRS mileage rate, as adopted by the Town Board. DPW Foremen shall maintain a log of their daily commuting use.

Prior Authorization

e. All Town employees or volunteers must have prior authorization by the Town Supervisor before making use of a Town vehicle or their personal vehicle for Town business. The Town Supervisor may delegate this authority to the department heads as appropriate.

Valid Driver's License and Insurance

f. The Town Clerk shall provide annually, and as subsequently revised, a list to the Town's insurance agent/broker the names of all Town employees or volunteers authorized to operate Town vehicles, or personal vehicles, for Town business.

Employees or volunteers cannot use their personal vehicle for Town business unless such use is approved by the Department Head and a valid NYS Accord Certificate of Auto Insurance is on file with the Town Clerk.

The Town Clerk shall provide annually, and as subsequently revised, copies of all NYS Accord Certificates of Auto Insurance for employees or volunteers who use their personal vehicle for approved Town business to the Town's insurance agent/broker for authentication of coverage.

III. Procedures (or Vehicle Use-

The following procedures shall govern the control and proper use of Town vehicles and personal vehicles used by employees or volunteers for the conduct of official Town business.

General

a.) **Vehicles** are available for employees **and** volunteer use on an as needed basis

and are assigned by Vehicle Coordinators on the basis of priority need, as determined by the Vehicle Coordinators and the Town Supervisor. Vehicles may be taken overnight and out of town as determined by need/assignment and if approved by the Town Supervisor or his/her designee as appropriate.

Understanding the Policy

b.) Any Town employee or volunteer that has occasion to use a Town or personal vehicle for Town business shall first receive, read and agree to comply with the terms of this Town Policy. An acknowledgement receipt and compliance form (see section IX. *Employee/Volunteer Acknowledgement Form*) will be kept on file with the Director of Personnel for each employee/volunteer who is authorized to operate a Town vehicle or a personal vehicle on approved Town business.

List of Approved Users

c.) The Town Clerk and the Director of Personnel shall maintain and publish a current list of those Town employees and volunteers eligible to drive a Town or personal vehicle for Town business.

Upon hire for employees or approved usage for volunteers, said employee or volunteer shall sign an authorization (see Section X below) to permit the Director of Personnel to access their driver record from the NYS Dept. of Motor Vehicles.

Should an employee or volunteer not possess a driver's license at the time of hire (or approval of service for volunteers), but later obtain a driver's license, they are required to inform the Director of Personnel that they now possess a driver's license. The Director of Personnel will obtain the employee or volunteer's authorization for a NYS DMV license check. All records pertaining to the aforementioned NYS DMV license checks will be kept as confidential files in the Office of the Personnel Director. No employee or volunteer will be authorized to operate a Town or personal vehicle for Town Business without the approval of the Supervisor or his/her designee.

Vehicle Inventory and Daily Log Use

d.) A list of Town vehicles shall be maintained by each department. A vehicle log journal shall be established to reserve vehicles available for use on a day-to-day basis by authorized by the Town Supervisor or his/her designees. Employees and **volunteers** using a Town vehicle shall use the departmental vehicle log journal to document each use or trip. The log shall include the name of the driver, destination, purpose of the trip and the length of time the vehicle will be in use.

Town vehicles shall be picked up and returned to the Town parking area appropriate for the vehicle used. Upon completion of the **vehicle** use, the keys shall be promptly returned to the departmental Vehicle Coordinator.

Restrictions on Vehicle Use

e.) Employees and volunteers using Town or personal vehicles on Town business shall drive, park and maintain vehicles in a safe and lawful manner to limit the Town's exposure to potential damage and liability claims against the Town.

f.) No unauthorized persons, including family members, are allowed to drive or ride in a Town vehicle. All non-Town of Brighton employees or volunteers who are to be transported in a Town vehicle, or in a personal vehicle used for approved Town business, shall be approved by the Department Head prior to any trip.

g.) Should an employee who is assigned a Town vehicle on a 24 hour basis be on a personal leave or military leave, or vacation of more than two days, the vehicle shall be left at Town Hall for the period he/she is on leave so that it may be made available to others. **If** the employee is sick more than two days, he/she shall notify his/her supervisor and make arrangements to have the vehicle returned to the appropriate Town department.

h.) An employee or volunteer operating a Town or personal vehicle on Town business shall be responsible for compliance with the Vehicle and Traffic Laws of the State of New York, U.S. DOT or other States, and for satisfaction of all moving and parking violations. Any tickets or fines incurred while operating a Town or personal vehicle while performing Town business shall be the responsibility of the employee or volunteer.

IV. Required Driver Safety Standards-

The following driver SAFETY standards and precautions must be observed while operating a Town or personal vehicle on Town business:

a. **NO EMPLOYEE OR VOLUNTEER WHO OPERATES A TOWN OR PERSONAL VEHICLE ON TOWN BUSINESS SHALL DRINK ALCOHOLIC BEVERAGES OR USE ILLEGAL CONTROLLED SUBSTANCES WHILE ON TOWN BUSINESS.**

b. **SMOKING IS NOT PERMITTED IN ANY TOWN VEHICLE.**

c. Seat belts must be used when the vehicle is in operation.

- d. Cell phone usage is prohibited while driving.
- e. Texting is prohibited while driving.
- f. Use of radar detectors is prohibited.
- g. Use of head phones is prohibited while driving.
- h. Headlights should be used at all times while driving.
- i. Snow or other visual obstructions shall be removed from all windows prior to driving.
- j. An operator of a Town vehicle shall not leave it unattended without stopping the engine, setting the brake, removing the keys and locking the doors.

V. Vehicle Maintenance-

The following motor vehicle MAINTENANCE standards shall be observed by employees/volunteers who are authorized to operate Town vehicles:

- a.) Gas and oil for all Town vehicles shall be obtained only from the Highway Dept. at 1941 Elmwood Ave. Employees/volunteers will not be reimbursed for gas and oil purchased from private garages or stations, EXCEPT for authorized trips where it will be necessary to refuel the vehicle elsewhere or in cases of emergency. Please deliver any expense receipts to the Vehicle Coordinator should gas or oil be purchased as cited above. Reimbursement will be made via a request to the Dept. of Finance.
- b.) **If** an employee/volunteer notices that a Town vehicle is in need of repair or maintenance, he/she is responsible for reporting this to the appropriate Vehicle Coordinator. **If** the vehicle is deemed unsafe, the employee/volunteer shall not operate the vehicle.
- c.) All Town vehicles shall be marked with the Town seal. All exceptions shall be approved by the Town Supervisor.
- d.) No personal accessories, stickers or emblems shall be attached to any Town vehicle unless with the approval of the Town Supervisor.

VI. Accident Guidelines-

The following guidelines shall be observed in the event of a vehicle accident.

a.) [n the event of a motor vehicle accident while operating a Town or personal **vehicle** on Town business, the employee or volunteer shall immediately report such matter to the appropriate Vehicle Coordinator.

b.) For any accident involving property damage to a Town or personal vehicle, or to non-vehicular property, or for personal injury to employees or others, the employee or volunteer shall obtain a poUce report for documentation.

c.) **If** the employee or volunteer receives a police citation from an accident incurred while operating a Town or personal vehicle while on Town business, or during the on-site investigation of an accident by police officers, the employee or volunteer shall make no statements/admissions of guilt or liability prior to consultation with the Town Attorney. The Town Attorney shall direct the manner in which the employee or volunteer is represented at any hearing or judicial inquiry into any accident cited above.

d.) **If** an accident occurs on Town Business while an employee or volunteer is using a Town or personal vehicle in violation of any of the rules and regulations set forth in the NYS or other State Motor Vehicle & Traffic Laws, such employee or volunteer may be personally liable for any damage to property or for personal injury to others that was incurred from such negligent action by the employee or volunteer.

VII. Reimbursement Guidelines for DPW Foremen-

DPW Foremen assigned a vehicle, whether permanent or temporary, where the employee is permitted to commute to/from their work location and the commuting round trip exceeds 30 total miles, shall reimburse the Town at the IRS rate, as approved by the Town Board, for each mile beyond the 30 miles allowed per day. A daily log record must be kept of such excess mileage and payment made on no less frequently than a quarterly basis. The computation of such payment amounts is subject to the review and approval of the department head and Finance & Administrative Services Committee of the Town Board.

VIII. Compliance with Town Vehicle Use Policy Clause-

All employees/volunteers using Town vehicles or their personal vehicle on approved Town business shall comply with this policy.

Non-compliance will result in appropriate disciplinary action, progressive or othenvise, that may include loss of driving privileges, suspension from work or the termination of employment.

IX Employee/Volunteer Acknowledgement Form

I, _____, have received, read and understand the
print name
Town of Brighton Vehicle Use Policy, and agree to comply with all the terms and
provisions of this policy.

signature

date

X. Employee/Volunteer License Check Authorization Form

**Driver's License Record Check & Authorization
For Employee/Volunteer Operation of Town or Personal Vehicles**

I, _____ give my consent for the Town of Brighton
to perform a driver's license record check on a continuing basis during my
employment or volunteer work. I am furnishing the following information on a
voluntary basis with the understanding it shall be used to determine whether or not
I will be allowed to operate Town or personal vehicles for Town business.

Print Name: _____

Driver's License number and class: _____

Signed: _____ Date: _____

(Please attach a photo copy of your current Driver's License)

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 26th day of May 2010.

PRESENT:

SANDRA L. FRANKEL,

Supervisor

JAMES R. VOGEL
RAYMOND J. TIERNEY III
LOUISE NOVROS
SHEILA A. GADDIS

Councilpersons

WHEREAS, Hybridge Dental Lab, LLC is currently located at 1960 Clinton Avenue South in the Town of Brighton, and was started in December 2008 as an affiliate of the Elmwood Dental Group, which also located at such address, to manufacture dental prosthetics; and

WHEREAS, the business of Hybridge Dental Lab, LLC has grown and it now needs additional space at which to expand its operations, among other things by setting up a training and education center; and

WHEREAS, despite vigilant efforts to find suitable space in the Town of Brighton, Hybridge Dental Lab, LLC could not find rental space in Brighton that is comparable in price to space available in the City of Rochester; and

WHEREAS, the Town Board desires to set a public hearing to hear public comments as to whether extraordinary circumstances exist to warrant the relocation of Hybridge Dental Lab, LLC from the Town of Brighton to the City of Rochester Empire Zone; it is therefore

RESOLVED, that correspondence dated May 24, 2010 from Timothy E. Keef, Commissioner of Public Works, concerning the proposed relocation to the City of Rochester Empire Zone by Hybridge Dental Lab, LLC, be received and filed, together with correspondence dated May 20, 2010 from Brijen K. Gupta, with attachments thereto; and be it further

RESOLVED, that the Town Board hereby sets a public hearing to consider whether to approve the relocation of Hybridge Dental Lab, LLC from the Town of Brighton to the City of Rochester Empire Zone to be held on June 9, 2010 at 7:30 p.m. at Brighton Town Hall, 2300 Elmwood Avenue, at which time all persons having an interest in such matter shall have the opportunity to be heard therein; and be it further

RESOLVED, that the Town Clerk is hereby directed to publish and post a legal notice of such public hearing in accordance with law; and be it further

RESOLVED, that this matter is referred to the Town of Brighton Public Works Committee for its review at its June 6, 2010 meeting.

Dated: May 26, 2010

Sandra L. Frankel, Supervisor	Voting
James R. Vogel, Councilman	Voting
Raymond J. Tierney III, Councilman	Voting
Louise Novros, Councilperson	Voting
Sheila A. Gaddis, 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 26th day of May 2010.

PRESENT:

SANDRA L. FRANKEL,

Supervisor

JAMES R. VOGEL
RAYMOND J. TIERNEY III
LOUISE NOVROS
SHEILA A. GADDIS

Councilpersons

WHEREAS, the Town Board previously adopted an Incentive Zoning resolution approving a project known as The Reserve to be developed by Anthony J. Costello and Son Development; and

WHEREAS, the developer of The Reserve has now submitted a request to amend the Town Board's Incentive Zoning resolution for the proposed project, requesting to make certain changes to the site plan of the project and to change the amount and timing of the provision to the Town of certain amenities in connection with such project; and

WHEREAS, the Public Works and Public Safety Committees of the Town Board have reviewed the proposal and the Town Board desires to hold a public hearing to consider the request in order to hear comments concerning the proposed amendment; **it is therefore**

RESOLVED, that a public hearing be held to consider the request by the developer of The Reserve project to amend the Incentive Zoning resolution previously adopted by the Town Board, which public hearing shall be held on June 23, 2010 at 7:30 p.m. at Brighton Town Hall, 2300 Elmwood Avenue, at which time **all** persons having an interest in the matter shall have an opportunity to be heard; and **it further**

RESOLVED, that the Town Clerk is hereby directed to publish and post a notice of such public hearing.

Dated: May 26, 2010

Sandra L. Frankel, Supervisor	Voting
James R. Vogel, Councilman	Voting
Raymond J. Tierney III, Councilman	Voting
Louise Novros, Councilperson	Voting
Sheila A. Gaddis, Councilperson	Voting



Office of The Supervisor of the Town of Brighton

Proclamation

WHEREAS, the Town of Brighton, New York is a multi-cultural community that values the diversity of its residents and the many leaders in education, the arts, medicine, science, business and other professions who call Brighton their home; and,

WHEREAS, the Supervisor and Town Board of Brighton are proud of the service programs that the Brighton Rotary Club and the Rochester Deaf Rotary Club, also based in Brighton, have conducted with Rotary Clubs in Turkey and value the benefits that these projects have brought, not only to the people of Turkey, but also to the residents of Brighton; and,

WHEREAS, Supervisor Frankel will be traveling to Turkey as part of a program sponsored by Nazareth College and the Turkish Cultural Center of Rochester, for friendship, education and cultural exchange with Turkey and the Turkish people; and,

WHEREAS, the Supervisor and the Town Board now desire to enhance the relationship between the Town of Brighton and the people of Turkey by entering into a relationship with the District Municipality of Oskiiidar, Istanbul, Turkey for the mutual benefit of our communities; and,

WHEREAS, it is with great pride and pleasure that the Supervisor and Town Board of the Town of Brighton, New York, United States of America proclaim their friendship with the people and government of the District Municipality of OskUdar, Istanbul, Turkey;

NOW THEREFORE, BE IT SO RESOLVED that we, the members of the Town Board of Brighton, Monroe County, New York, authorize Supervisor Sandra Frankel to enter into a Sister Cities agreement with the District Municipality of Osklidar, Istanbul, Turkey, through the Sister Cities program, for the cultural and economic benefit of the people of both communities.

Signed on this 26th day of May, 2010

Sandra L. Frankel

Brighton Town Supervisor

Sheila A. Gaddis
Councilperson

James R. Vogel
Councilperson

Louise Novros
Councilperson

Raymond J. Tierney III
Councilperson