

27
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
February 23, 2011

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 at 7:00PM

OPEN FORUM:

Mordechai Rennert
Emily Wood
David Kay
Phillip Burk

APPROVAL OF AGENDA:

Motion by Councilmember Sheila Gaddis seconded by Councilmember James Vogel to approve the agenda with the addition of correspondence from Emily Wood.

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

PUBLIC HEARINGS:

MANER RE: Proposed removal of 42" Silver Maple at #48 Branford Road due to tree health and safety reasons (see Resolution #11).
(Complete transcript under separate cover)

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. 1 attached.

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

COMMUNICATIONS:

FROM Linda A. Faubel, Acting Chair, Monroe County Planning Board dated February 7, 2011 to Supervisor, listing dates and times for the upcoming informational meetings regarding the Monroe County proposed Capital Improvement Program for 2012 - 2017.

FROM Beth Sciumeca, Executive Director of the Erie Canalway Commission dated February 15, 2011 to Supervisor Re: 2010 Annual Report (Report available for viewing at the Town of Brighton Parks and Recreation Dept.).

FROM Scott M. Adair, Chief Financial Officer for Monroe County to Supervisor dated February 14, 2011 Re: Monroe County Sales Tax Distribution for Fourth Quarter 2010.

FROM Marjorie Alaimo dated February 15, 2011. Re: copy of letter sent to Mike Murphy, Reporter at the Brighton Pittsford Post, faxed to Supervisor.

FROM James Strong to Douglas Clapp dated February 16, 2011 Re: His concern over the new State of NY law that allows motorized vehicles to operate on canal paths.

FROM Markey Hoblit dated February 16, 2011 to Supervisor along with Supervisor Frankel response back to Ms. **Hoblit**, Re: Handicap accessibility and signage at the Town Hall.

FROM Janet Sunkin, Executive Director Brighton Food Cupboard dated February 2, 2011 to Brighton Town Hall, thanking employees and local citizens for food item donations made during their Winter Food Drive event.

FROM U.S. Senator Charles Schumer to Supervisor dated February 11, 2011 thanking her for providing him with a copy of her letter sent to the IRS concerning the Monroe Community Sports Centre Corporation.

FROM Robert E. Walkup, City of Tucson Mayor dated February 14, 2011 to Supervisor, thanking her for her attendance at the US Conference of Mayors and for her commitment to and signature on the US Conference of Mayors Civility Accord.

FROM Emily Wood re use of Brighton High School pool.

Motion by Councilmember Louise Novros seconded by Councilmember Sheila Gaddis to receive and file aforementioned communications.

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

COMMITTEE REPORTS:

Community Services-Report by Councilmember Louise Novros on meeting of February 17, 2011. Next meeting March 17,2011

Finance and Administrative Services-Report by Councilmember Sheila Gaddis on meeting of February 16, 2011. Next meeting March 2, 2011 .

Public Safety Services-Next meeting March 8, 2011.

Public Works Services-Next meeting March 7, 2011 .

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: New York Co. for Geese control services to the Town of Brighton from April 1, 2011 to November 30,2011 (see Resolution #1, letter dated February 10, 2011 from Mark Henderson, Chief of Police, copy of agreement and RFP summary sheet).

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.3 attached.

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize bid award to Conolly Printing for Town of Brighton Newsletter Printing services for the year 2011 (see Resolution #2, letter dated February 11, 2011 from Jerry LaVigne, Director of Parks and Recreation and RFP summary sheet).

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.4 attached.

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MANER RE: Authorize bid award to Perinton Publishing Co., for distribution services of the Town of Brighton Newsletter for the year 2011 (see Resolution #3, letter dated February 10, 2011 from Jerry LaVigne, Director of Parks and Recreation and RFP summary sheet).

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.5 attached.

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize appointment of Jean M. Saucke to the Clerk I/Records position with the Town of Brighton Police Department effective March 14,2011 with a 52-week probationary period (see Resolution #4 and letter dated February 14, 2011 from Mark Henderson, Chief of Police).

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. 6 attached.

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize approval to accept donation of \$50.00 from Mr. Roy T. Bruno to the Town of Brighton Police Department (see Resolution #5 and letter dated February 14, 2011 from Mark Henderson, Chief of Police).

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. 7 attached.

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize approval to renew Agreement with Waste Management of NY Inc. to provide refuse and recycling services to the Department of Public Works Operations Center and Meridian Center Park for the year 2011 (see Resolution #6 and letter dated February 13, 2011 from Timothy Keef, P.E. Commissioner of Public Works).

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. 8 attached.

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize temporary, promotional appointment of one Sewer Department Laborer to a Skilled Laborer position, and the hiring of a temporary replacement Laborer in the Sewer Department (see Resolution #7 and letter dated February 13,2011 from Timothy Keef, P.E., Commissioner of Public Works).

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. 9 attached.

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize approval to renew Agreement with Youngblood Disposal Services to provide Roll Off/Dumpster/ Recycling services for Brighton Town Hall, Buckland and Westfall Parks for the year 2011(see Resolution #8 and letter dated February 13, 2011 from Timothy Keef, P.E. Commissioner of Public Works).

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 year-end transfers and amendments to address Object-Level Negative Balances in the 2010 Town, Special District, and Capital budgets (see Resolution #9 and Memorandum dated February 16, 2011 from Suzanne *laso*, Acting Director of Finance).

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. 11 attached.

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize fund equity transfer in the amount of \$55,000 to the Sewer Equipment Capital Reserve Fund to support funding of replacement ten-wheel dump truck (see Resolution #10 and Memorandum dated February 16, 2011 from Suzanne *laso*, Acting Director of Finance).

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. 12 attached.

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTER RE: Authorize Supervisor to execute Agreement between the Town of Brighton on behalf of the West Brighton Fire Protection District, and Penflex Inc. to provide 3rd party administration services (see Resolution #12 and memorandum dated February 2, 2011 from Suzanne *laso*, Acting Director of Finance).

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. 13 attached.

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MATTERS OF THE SUPERVISOR:

MATTER RE: Revenue & Expense Reports for period ending January 31,2011.

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

UPON ROLL CALL VOTE

MOTION UNANIMOUSLY CARRIED

MEETING ADJOURNED:

Motion by Councilmember James Vogel seconded by Councilmember Sheila Gaddis to adjourn
at 8:15 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 23 February 2011 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 23rd day of February, 2011.

PRESENT:

SANDRA L. FRANKEL/

Supervisor

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

Councilpersons

WHEREAS, the Town Board previously received and filed correspondence from Timothy E. Keef, P.E., Commissioner of Public Works, requesting that a public hearing be called to consider the removal of a 42" Silver Maple at 48 Branford Road; and

WHEREAS, based upon such correspondence, the Town Board duly called and held a public hearing, pursuant to Section 175.8 of the Town Code, to consider the removal of such tree referenced in such correspondence, and all persons having an interest in such matter having had an opportunity to be heard at such hearing; it is therefore

RESOLVED, that the Town Board hereby determines that the Commissioner of Public Works has shown good cause for the removal of the tree, namely, the disease and/or decay of such tree and the consequent danger to person and/or property/ and therefore determines that the recommendation of the Commissioner of Public Works to remove such tree be and it hereby is affirmed.

Dated: February 23/ 2011

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 23rd day of February, 2011.

PRESENT:

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

RESOLVED, that correspondence dated February 10, 2011 from Mark T. Henderson, Chief of Police, and a memorandum dated February 8, 2011 from David Ewell, Animal Control Officer, concerning an agreement for geese control services, be received and filed, together with an attachment thereto and a proposed form of Agreement; and be it further

RESOLVED, that the Supervisor is hereby authorized to execute and deliver an agreement by and between the Town and Geese Control of New York for geese control services for the period April 1, 2011 through November 30, 2011, at a rate of \$625.00 per month, not to exceed \$5000,00 in the aggregate, which agreement shall be in form and substance as may be approved by the Attorney for the Town.

Dated: February 23, 2011

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 23rd day of February, 2011.

PRESENT:

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

RESOLVED, that correspondence dated February 11, 2011 from Jerry LaVigne, Director of Parks and Recreation, concerning the award of a contract for printing the Town Newsletter, 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 ~~Conolly~~ Printing for printing of the Town Newsletter during 2011, at the prices set forth in the above-referenced correspondence, which agreement shall be in form and substance as may be approved by the Attorney for the Town.

Dated: February 23, 2011

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
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

February 11, 2010

Honorable Finance Committee
Town of Brighton
2300 Elmwood Avenue
Rochester, New York 14618

Re: Award of Printing Contract for 2011

Dear Finance Committee Members:

In the Recreation and Shared Services Department's 2011 **budgets**, funding is available for the printing of the town newsletter. Bid notices were mailed to several firms, along with publishing a public notice in the Brighton-Pittsford Post.

Bids were opened on Thursday, February 10, 2011. Conolly Printing was the low bidder for this service. Their prices are based on 18,800 newsletters per publication and are as follows: : \$4,726 for a 44-page publication, **\$4,121** for a 36-page publication, \$864 for any additional 4-page insert, \$253 per additional 1,000 (44-page newsletters), and \$253 per additionall ,000 (36-page newsletters).

I respectfully request your pennission to authorize the Supervisor to execute a contract for printing services with Conolly Printing for 2011 .

I have attached the bid results for your review, and I will be happy to answer any questions you may have regarding this matter.

Sincerely,

Jerry LaVigne
Director of Parks and Recreation

EXHIBIT NO.5

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 23rd day of February, 2011.

PRESENT:

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

RESOLVED, that correspondence dated February 10, 2011 from Jerry LaVigne, Director of Parks and Recreation, concerning distribution of the Town Newsletter, 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 Perinton Publishing for distribution of the Town Newsletter during 2011, upon the terms set forth in the above-referenced correspondence, which agreement shall be in form and substance as may be approved by the Attorney for the Town.

Dated: February 23, 2011

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
RECREATION, PARKS & COMMUNITY SERVICE DEPARTMENT
220 Idlewood Road
Rochester, NY 14618
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(585) 784-5260
Fax: (585) 784-5365
NV: (585) 784-5381

February 10, 2011

Honorable Town Board
Town of Brighton
2300 Elmwood Avenue

Re: Award for Professional **Services Contract**
Town Newsletter Distribution

Honorable Supervisor and Town Board Members:

I recommend that the contract for professional services for the distribution of the Town newsletter be awarded to Perinton Publishing. The contract is in the amount of \$25.00 per thousand, with a \$50.00 setup charge per mailing. Based on a distribution of approximately 17,500 newsletters for each season, this would amount to \$487.50 per mailing or \$1,462.50 annually.

The Town's standard procedure, in regards to securing professional services has been followed. Request for qualifications were issued to five firms, with three firms submitting proposals. Their price proposals are attached for your review.

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

Sincerely,

Jerry laVigne
Director of Parks and Recreation

EXHIBIT 6

At a Town Board Meeting of the Town of Brighton, Monroe county, New York, held at the Brighton Town Hall, 2300 Elmwood Avenue, in said Town of Brighton on the 23rd day of February, 2011.

PRESENT:

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

RESOLVED, that correspondence dated February 14, 2011 from Mark T. Henderson, Chief of Police, concerning the appointment of a Clerk I/Records Supervisor, be received and filed; and be it further

RESOLVED, that the Town Board hereby appoints Jean M. Saucke for the position of Clerk I/Records Supervisor in the Police Department, effective March 14, 2011, at an initial salary of \$38,766, on a probationary basis, with a 52-week probationary period.

Dated: February 23, 2011

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

EXHIBIT 7

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 23rd day of February, 2011.

PRESENT :

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

RESOLVED, that correspondence dated February 14, 2011 from Mark T. Henderson, Chief of Police, concerning a gift, be received and filed, together with an attachment thereto; and be it further

RESOLVED, that the Town Board hereby gratefully accepts the gift in the amount of \$50.00 from Roy T. Bruno, and that the donation be recorded as revenue in the 2011 Police Department Operating Budget in account A.POLCE.3120.2705 (Police - Gifts and Donations) .

Dated: February 23, 2011

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 23rd day of February, 2011.

PRESENT:

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

RESOLVED, that correspondence dated February 13, 2011 from Timothy E. Keef, P.E., Commissioner of Public Works, concerning an Amendatory Agreement with Waste Management of New York for Roll Off/Dumpster/Recycling Services for the DPW Operations Center and Meridian Center Park, be received and filed; and be **it** further

RESOLVED, that the Supervisor is hereby authorized to execute and deliver a renewal to the agreement by and between the Town and Waste Management of New York for Roll Off/Dumpster/Recycling Services for the DPW Operations Center and Meridian Center Park, for a term of one year ending December 31, 2011, at the same rates as were in effect for 2010.

Dated: February 23, 2011

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 23rd day of February, 2011.

PRESENT:

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

RESOLVED, that correspondence dated February 13, 2011 from Timothy E. Keef, P.E., Commissioner of Public Works, concerning a proposed temporary reorganization in the Sewer Department, be received and filed; and be it further

RESOLVED, that based on the circumstances and the recommendation of the Commissioner of Public Works as set forth in the above correspondence, the Town Board hereby authorizes a Laborer in the Sewer Department to be temporarily promoted to the position of Skilled Laborer, and that a Laborer be hired in the Sewer Department on a temporary basis.

Dated: February 23, 2011

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 23rd day of February, 2011.

PRESENT:

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

RESOLVED, that correspondence dated February 13, 2011 from Timothy E. Keef, P.E., Commissioner of Public Works, concerning renewal of the Agreement with Youngblood Disposal Services for Roll Off/Dumpster and Recycling Services for the Town Hall, Buckland Park and Town Park, be received and filed; and be it further

RESOLVED, that the Supervisor is hereby authorized to execute and deliver a Renewal Agreement by and between the Town and Youngblood Disposal Services for Roll Off/Dumpster and Recycling Services for the Town Hall, Buckland Park and Town Park, for a term of one year ending December 31, 2011, and at the same rates in effect as for 2010, with the addition of a small dumpster for the recycling of cardboard at Town Hall, at an additional cost of \$35.00 per month.

Dated: February 23, 2011

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 23rd day of February, 2011.

PRESENT:

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

RESOLVED, that a memorandum dated February 16, 2011 concerning Year-End Transfers and Amendments to Address Object-Level Negative Balances in the 2010 Town, Special District and Capital Budgets, from Suzanne Zaso, Acting Director of *Finance*, be received and filed, together with an attachment thereto; and be it further

RESOLVED, that the Town Board hereby approves each of the Budget Transfers and Amendments as set forth in the attachment to the above-referenced memorandum.

Dated: February 23, 2011

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

MEMORANDUM

To: The Honorable Town Board
From: Suzanne Zaso, Acting Director of Finance 
Date: February 16, 2011
Subject: Year-End Transfers and Amendments to Address Object-Level Negative Balances in the 2010 Town, Special District, and Capital Budgets

Each year, based on a review of year-to-date expenditures, we request Town Board authorization to record needed budget amendments and transfers to resolve any object-level negative balances in the Town and Special District Operating Budgets, and in the Capital Budget, to address:

- the proper classification of expenditures either actual or estimated
- any appropriation shortfalls resulting from actual operations (vs. budgeted)
- any unanticipated expenditures not provided for in the budget

Attached to this memo is a listing of the budget transfers and amendments we are recommending at this time, each marked accordingly.

I would be pleased to respond to any questions that members of the Town Board may have regarding the amendments and transfers recommended below.

Copy to: S. Frankel, All Department Heads, and W. Moehle

2010 Year End Transfers & Appropriations 2-23-2011

12/31/2010			FROM (DEBIT)	TO (CREDIT)
Transfers				
General Fund (A)				
Assessor				
Contingency	A.UNDST.1990 4.90	Contingency	\$6,050	
Attorney	A.ATIY.1420 4.53	Attorney's Fees	\$10,000	
Assessor	A.ASSOR.1355 4.53	Attorney's Fees		\$16,050
Town Board				
Town Board	A.BOARD.10108.10	NYSRS Contributions	\$770	
Town Board	A.BOARD.1010 4.74	Membership & Training		\$770
Public Works				
Fire Marshal	A.DPW.3410 4.17	Periodicals/subscription	\$1,005	
Fire Marshal	A.DPW.3410 4.22	Telephone Charges		\$1,005
Finance				
Finance	A.FINCE.1310 8.40	Medical/Dental Premiums	\$310	
Finance	A.FINCE.1310 4.86	Advertising Charges		\$310
Highway Administration				
Town Landfill	A.HWY.8160 1.10	Full-Time Wages	\$16,620	
Traffic Signs/Markings	A.HWY.3310 1.10	Full-Time Wages		\$16,620
Town Landfill	A.HWY.8160 1.10	Full-Time Wages	\$11,810	
Highway/Parks	A.HWY.7110 1.10	Full-Time Wages		\$11,810
Town Landfill	A.HWY.8160 4.45	Equipment Rental Services	\$12,225	
Town Landfill	A.HWY.8160 1.10	Full-Time Wages		\$12,225
Employee Benefits	A.HWY.9000 8.10	NYSRS Contributions	\$2,050	
Employee Benefits	A.HWY.9000 4.39	Insurance Admin Costs		\$2,050
Justice Court				
Justice Court	A.JSTCE.1110 1.20	Part-Time Wages	\$570	
Justice Court	A.JSTCE.1110 4.74	Membership & Training	\$1,600	
Justice Court	A.JSTCE.1110 8.40	Medical/Dental Premiums		\$2,170
Police				
Police Dept.	A.POLCE.3120 1.10	Full-Time Wages	\$3,605	
Police Dept.	A.POLCE.3120 2.63	Building Improvements		\$3,605
Animal Control	A.POLCE.3510 4.18	Program Supplies	\$515	
Animal Control	A.POLCE.3510 2.22	Trucks/Trucks		\$515
Personnel				
Contingency	A.UNDST.1990 4.90	Contingency	\$9,390	
Personnel Office	A.PRSNL.1430 1.20	Part-Time Wages		\$4,075
Personnel Office	A.PRSNL.1430 4.53	Attorney Fees		\$5,015
Personnel Office	A.PRSNL.1430 8.20	Employer FICA		\$300

2010 Year End Transfers & Appropriations 2-23-2011

12/31/2010			FROM	TO
	Transfers		(DEBIT)	(CREDIT)
	Recreation			
	Rec Administration	AREC.7020 4.89	Misc. Expense	\$30
	Rec Administration	AREC.7020 4.22	Telephone Charges	\$30
	Shared Services			
	Shared Services	A.SSVCS.1620 4.21	Gas & Electric	\$685
	Shared Services	ASSVCS.1620 4.41	Maintenance/Repair	\$685
	Supervisor			
	Supervisor	A.SUPER.1220 8.40	Medical/Dental Premiums	\$660
	Supervisor	ASUPER.1220 4.86	Advertising Charges	\$660
	Undistributed			
	Highway Employee Benefits	A.HWY.9000 8.40	Medical/Dental Premiums	\$14,550
	Employee Benefits	A.UNDST.9000 8.45	Retiree Medical Premiums	\$14,550
	Highway Fund (D)			
	Highway			
	Road Repair	D.HWY.5110 4.05	Drainage Supplies	\$600
	Road Repair	D.HWY.5110 7.10	Interest on Bonds	\$600
	Highway Administration			
	Highway Administration	D.HWY.5140 4.31	Auto Insurance	\$1,950
	Highway Administration	D.HWY.5140 1.10	Full Time Wages	\$1,950
	Employee Benefits			
	Employee Benefits	D.HWY.9000 8.40	Medical/Dental Premiums	\$10,365
	Employee Benefits	D.HWY.9000 4.39	Insurance Admin Costs	\$10,365
	Library Fund (L)			
	Library	L.LIBRY.7410 4.74	Membership & Training	\$10
	Library	L.LIBRY.7410 2.40	Maintenance Equipment	\$10
	Sewer District (SS)			
	Consolidated Sewer Dist.			
	Sewer Operations	SS.SEWER.8120 4.07	Sewer Repair Material	\$4,660
	Sewer Operations	SS.SEWER.8120 7.10	Interest on Bonds	\$4,660
	Sewer Dist Ext. 67	SS.SEWER.8130 4.56	Account Advertising Fee	\$1,635
	Sewer Dist Ext. 67	SS.SEWER.8130 7.10	Interest on Bonds	\$1,100
	Sewer Dist Ext. 67	SS.SEWER.8130 4.25	Special District Charges	\$2,735

2010 Year End Transfers & Appropriations 2-23-2011

			FROM	TO
Appropriations			(DEBIT)	(CREDIT)
Supported by amounts available in the respective Fund Balance Accounts				
Sewer District (SS)				
Sewer Dist. 87A	SS.SEWER.81254.25	Special District Charges		\$3,266
Western Drive Area Sewer Dist.	SS.SEWER.8135 4.25	Special District Charges		\$635

At a Town Board Meeting of the Town of Brighton, Monroe county, New York, held at the Brighton Town Hal 1, 2300 Elmwood Avenue, in said Town of Brighton on the 23rd day of February, 2011.

PRESENT :

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

RESOLVED, that a memorandum dated February 16, 2011 from Suzanne Zaso, Acting Director of Finance, concerning a 2010 contribution to the Sewer Equipment Reserve Fund, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes a fund equity transfer of \$55,000 to account SS.878.EQSWR, the Sewer Equipment Capital Reserve.

Dated: February 23, 2011

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 23rd day of February, 2011.

PRESENT:

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

RESOLVED, that a memorandum dated February 2, 2011, from Suzanne Zaso, Acting Director of Finance, concerning a contract with Penflex, Inc., for services as third party administrator of the West Brighton Fire Protection District's Service Award Program, be received and filed; and be it further

RESOLVED, that the Town Board hereby authorizes the Supervisor to execute and deliver an agreement by and between the Town, on behalf of the West Brighton Fire Protection District, and Penflex, Inc., for third party administration services for the Fire Protection District's Service Award Program, which agreement shall be on the terms set forth in the above memorandum and shall otherwise be in form and substance as may be approved by the Attorney to the Town.

Dated: February 23, 2011

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



SUZANNE ZASO, ACTING DIRECTOR OF FINANCE
2300 ELMWOOD AVENUE
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: Suzanne Zaso, Acting Director of Finance
Date: February 2, 2011
Subject: West Brighton Fire Protection District Service Award Program-
Renewal of Agreement with Penflex, Inc.
November 1, 2010 - October 31, 2011

I recommend that Your Honorable Body authorize the Supervisor to execute a renewal agreement (for 2010/2011) with Penflex, Inc. through which Penflex would continue to serve as the third-party administrator for the West Brighton Fire Protection District's Service Award Program.

The base fee for 2010/2011 will be \$2,700 (increase of \$150), the per participant fee \$14 (no change), IRS form preparation \$20/form (no change), certification and recertification letters \$125 (no change) and \$50 (no change) respectively. The total fees to be paid for services in 2010/2011 are estimated at \$3,700. (This amount can be impacted by the number of participants and certification/recertification letters completed plus an additional audit assistance fee, if necessary.)

Penflex has been of great assistance in helping the Town to better understand the financial implications and impacts of the Service Award Program. I strongly urge the Town Board to allow us to continue this beneficial relationship.

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, C. Roth, and W. Moehle

