

TOWN BOARD ORGANIZATIONAL MEETING

January 2, 2026 at 12:00 p.m.
Brighton Town Hall
680 Westfall Road (Temporary Location)

This meeting is conducted in-person with remote participation available via video conferencing at townofbrighton.org/499/Streaming-Video.

MEETING CALLED TO ORDER

ROLL CALL

APPROVAL OF AGENDA

ORGANIZATIONAL MEETING BUSINESS

MATTER RE: Ratify the regular meeting schedule of the Brighton Town Board for 2026 (see *Resolution #1 and schedule*).

MATTER RE: Ratify the 2026 Brighton Town Hall holiday schedule (see *Resolution #2 and schedule*).

MATTER RE: Authorize approval of proposed 2026 Public Works Committee meeting schedule (see *Resolution #28 and proposed schedule*).

MATTER RE: Authorize approval of proposed 2026 Public Safety Committee meeting schedule (see *Resolution #27 and proposed schedule*).

MATTER RE: Authorize approval of proposed 2026 Finance and Administrative Services Committee (FASC) meeting schedule (see *Resolution #31 and proposed schedule*).

MATTER RE: Authorize approval of proposed 2026 Community Services Committee meeting schedule (see *Resolution #32 and proposed schedule*).

MATTER RE: Designate *The Daily Record* as the official newspaper of the Town of Brighton for the year 2026 (see *Resolution #3*).

MATTER RE: Adopt the Scott, Foreman, *Robert's Rules of Order*, Newly Revised, 12th Edition (2020) as the rules of its procedure for the year 2026 (see *Resolution #4*).

MATTER RE: Appoint Marc L. Frankel as Constable of the Town of Brighton for a one-year term commencing January 1, 2026 and ending December 31, 2026 (see *Resolution #5 and letter from Marc L. Frankel dated December 17, 2025*.)

MATTER RE: Appoint Michael M. Phillips, CPA, as Constable of the Town of Brighton for a one-year term commencing January 1, 2026 and ending December 31, 2026 (see *Resolution #6 and letter from Michael M. Phillips, CPA dated December 15, 2025*).

MATTER RE: Designate Town
 • Building Inspectors
 • Environmental Review Liaison Officer
 • Code Enforcement Officers; and
 • Secretaries to various Town Advisory Boards effective January 1, 2026 through December 31, 2026 (see *Resolution #11 and letter from Glen Layton, Commissioner of Public Works, dated December 29, 2025*).

MATTER RE: Authorize agreement to spend highway repair funds in 2026 which are allocated in the 2026 budget (see *Resolution #13 and letter from William Haefner, Superintendent of Highways and Sewers, dated December 12, 2025*).

MATTER RE: Reappoint both Glen Layton as Commissioner of Public Works and William Haefner as Superintendent of Highways and Sewers effective January 1, 2026 through December 31, 2026 (see *Resolution #14, memorandum from Town Supervisor Moehle dated December 29, 2025*).

MATTER RE: Appoint Jason Galajda and Kaitlynn Schmitz as Animal Control Officers (part-time) of the Town of Brighton for term of one year, commencing January 1, 2026 and ending December 31, 2026 (see *Resolution #15 and letter dated December 30, 2025 from Police Chief David Catholdi*).

MATTER RE: Authorize the Supervisor to execute part-time program and vendor services contracts for 2026 for the Town's Parks and Recreation Department (see *Resolution #24 and letter dated December 19, 2025 from Rebecca Cotter, Recreation Director*).

MATTER RE: Ratifies and approves all appointments made by the Supervisor in 2025 of all seasonal, on-call and temporary staff and authorizes the Supervisor to appoint seasonal, on-call and temporary staff for the year 2026 (see *Resolution #16 and 2025 listing*).

MATTER RE: Designate authorized depositories and adopt Deposit and Investment Policy for 2026 (see *Resolution #9 and letter dated December 16, 2025 from Earl Johnson, Director of Finance and copy of Policy*).

MATTER RE: Authorize petty cash and change funds for the year 2024 (see *Resolution #10 and memorandum dated December 16, 2025 from Earl Johnson, Director of Finance*).

MATTER RE: Appointment of Daniel Aman, Town Clerk, as Receiver of Taxes for a **one-year** term commencing January 1, 2026 and ending December 31, 2026 (see *Resolution #25 and memorandum dated December 16, 2025 from Town Supervisor Moehle*).

MATTER RE: Appointment of Brighton Town Supervisor William W. Moehle, Town Clerk Daniel Aman and former Town Justice Karen Morris as Marriage Officers for a one-year term commencing January 1, 2026 through December 31, 2026 (see *Resolution #30*)

MATTERS OF THE SUPERVISOR:

MATTER RE: Appointment of MaryJo Lanphear as Town Historian to the Town for a term commencing January 1, 2026 through December 31, 2026 (see *Resolution #17 and letter dated December 29, 2025 from Town Supervisor Moehle*).

MATTER RE: Appointment of particular Councilmembers as Chairs and members of the Public Works, Public Safety, Finance & Administrative Services, and Community Services Committees (*see Resolution #29 and assignment memorandum dated December 29, 2025 from Town Supervisor Moehle*).

MATTERS OF THE TOWN CLERK:

MATTER RE: Adopt Records Retention Schedule for 2026 (*see Resolution #19 and memorandum from Daniel E. Aman, Town Clerk dated December 27, 2025*).

MATTER RE: Presentation of Salary and Payroll Schedule for the period January 1, 2026 to December 31, 2026 (*see Resolution #22 and 2026 schedule*).

NEW BUSINESS:

MATTER RE: Reading and Approval of Claims (*Resolution #01-02-26-CLAIMS*).

MATTER RE: Reappointments to the Architectural Review Board, Brighton Memorial Library Board of Trustees, Conservation Board, Historic Preservation Commission, Inclusion, Diversity, Equity Advisory Board, Parks and Recreation Advisory Board, Planning Board, Sustainability Oversight Advisory Committee, Zoning Board of Appeals (*see Resolution #1NB*).

MOTION TO GO INTO EXECUTIVE SESSION

ADJOURN:

NEXT TOWN BOARD MEETING:

Wednesday, January 14, 2026 at 7:00 p.m.

ORGANIZATIONAL MEETING BUSINESS

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2026 at Brighton Town Hall (Empire State University at Rochester), 680 Westfall Road in the Town of Brighton, New York

PRESENT:

WILLIAM W. MOEHLE

Supervisor

CHRISTOPHER K. WERNER
CHRISTINE E. CORRADO
NATHANIEL V. SALZMAN
CLARA SANGUINETTI

Councilmembers

RESOLVED, that the Town Board hereby ratifies and approves that the Regular Meetings of the Town Board of the Town of Brighton, Monroe County, New York, be held as set forth on the attached schedule during the year 2026.

All said meetings of the Town Board shall be scheduled to begin at 7:00 p.m. with an Open Forum except as noted on the attached schedule.

Dated: January 2, 2026

WILLIAM W. MOEHLE, SUPERVISOR	Voting	_____
CHRISTOPHER K. WERNER, COUNCILMEMBER	Voting	_____
CHRISTINE E. CORRADO, COUNCILMEMBER	Voting	_____
NATHANIEL V. SALZMAN, COUNCILMEMBER	Voting	_____
CLARA SANGUINETTI, COUNCILMEMBER	Voting	_____



2026 Town Board Meetings

2nd & 4th Wednesday of each month at 7:00 p.m.

(unless otherwise noted)

	July 8
January 2 [^]	July 22
January 14	August 12
January 28	August 26
February 11	September 9
February 25	September 23
March 11	October 14
March 25	October 28
April 8	November 12*
April 22	November 24*
May 13	December 9
May 28*	December 29**
June 10	
June 24	

[^] Organizational meeting at noon

* Not a Wednesday

** Not a Wednesday & at noon

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2026 at Brighton Town Hall (Empire State University at Rochester), 680 Westfall Road in the Town of Brighton, New York

PRESENT:

WILLIAM W. MOEHLE

Supervisor

CHRISTOPHER K. WERNER
CHRISTINE E. CORRADO
NATHANIEL V. SALZMAN
CLARA SANGUINETTI

Councilmembers

RESOLVED, that the Town Board hereby ratifies and approves the Holiday Schedule for the Town of Brighton, Monroe County, New York, as set forth on the attached schedule during the year 2026.

Dated: January 2, 2026

WILLIAM W. MOEHLE, SUPERVISOR	Voting	_____
CHRISTOPHER K. WERNER, COUNCILMEMBER	Voting	_____
CHRISTINE E. CORRADO, COUNCILMEMBER	Voting	_____
NATHANIEL V. SALZMAN, COUNCILMEMBER	Voting	_____
CLARA SANGUINETTI, COUNCILMEMBER	Voting	_____



2026 Holiday Schedule

Listed below are the proposed 2026 holidays to be observed as paid holidays for non-represented full-time and qualifying part-time permanent Town personnel:

1. New Year's Day	Thursday, January 1
2. Martin Luther King, Jr. Day	Monday, January 19
3. Presidents' Day	Monday, February 16
4. Spring Holiday	Friday, April 3
5. Memorial Day	Monday, May 25
6. Juneteenth	Friday, June 19
7. Independence Day	Friday, July 3
8. Labor Day	Monday, September 7
9. Indigenous Peoples Day	Monday, October 12
10. Veterans Day	Wednesday, November 11
11. Thanksgiving Day	Thursday, November 26
12. Day-After Thanksgiving	Friday, November 27
13. Christmas Day	Friday, December 25

The Chief of Police, Commissioner of Public Works, and Superintendent of Highways & Sewers have the discretion to alter the holiday schedule to better meet the work schedule demands of their departments.

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2026 at Brighton Town Hall (Empire State University at Rochester), 680 Westfall Road in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE

Supervisor

CHRISTOPHER K. WERNER
CHRISTINE E. CORRADO
NATHANIEL V. SALZMAN
CLARA SANGUINETTI

Councilmembers

RESOLVED, that a proposed schedule of 2026 Public Works Committee meeting dates is hereby received and filed; and be it further

RESOLVED, that the Town Board hereby adopts the schedule of 2026 Public Works Committee meeting dates as received and filed.

Dated: January 2, 2026

WILLIAM W. MOEHLE, SUPERVISOR	Voting	_____
CHRISTOPHER K. WERNER, COUNCILMEMBER	Voting	_____
CHRISTINE E. CORRADO, COUNCILMEMBER	Voting	_____
NATHANIEL V. SALZMAN, COUNCILMEMBER	Voting	_____
CLARA SANGUINETTI, COUNCILMEMBER	Voting	_____

PUBLIC WORKS COMMITTEE MEETING

2026 SCHEDULE

Unless notified otherwise, all meetings are scheduled for 9:00 a.m. or immediately following the public safety meeting in the 1st floor assembly room at ESU building (temporary town hall), 680 Westfall Road, Rochester, NY 14620, on the 2nd Tuesday of each month

JANUARY 13TH, 2026

FEBRUARY 10TH, 2026

MARCH 10TH, 2026

APRIL 14TH, 2026

MAY 12TH, 2026

JUNE 9TH, 2026

JULY 14TH, 2026

AUGUST 11TH, 2026

SEPTEMBER 8TH, 2026

OCTOBER 13TH, 2026

NOVEMBER 10TH, 2026

DECEMBER 8TH, 2026

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2026 at Brighton Town Hall (Empire State University at Rochester), 680 Westfall Road in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE

Supervisor

CHRISTOPHER K. WERNER
CHRISTINE E. CORRADO
NATHANIEL V. SALZMAN
CLARA SANGUINETTI

Councilmembers

RESOLVED, that a proposed schedule of 2026 Public Safety Committee meeting dates is hereby received and filed; and be it further

RESOLVED, that the Town Board hereby adopts the schedule of 2026 Public Safety Committee meeting dates as received and filed.

Dated: January 2, 2026

WILLIAM W. MOEHLE, SUPERVISOR	Voting	_____
CHRISTOPHER K. WERNER, COUNCILMEMBER	Voting	_____
CHRISTINE E. CORRADO, COUNCILMEMBER	Voting	_____
NATHANIEL V. SALZMAN, COUNCILMEMBER	Voting	_____
CLARA SANGUINETTI, COUNCILMEMBER	Voting	_____



PUBLIC SAFETY COMMITTEE

2300 Elmwood Avenue - Rochester, New York 14618

(585) 784-5220 / Fax (585) 784-5207

Councilmember - Christopher Werner, Chairperson

Councilmember Nate Salzman Co-Chairperson

2026 Public Safety Committee Meetings

Meeting to be held at 0800 hours

**Temporary Town Hall
Lower Assembly Room
680 Westfall Road
Rochester, New York 14620**

January 13th, 2026

February 10th, 2026

March 10th, 2026

April 14th, 2026

May 12th, 2026

June 9th, 2026

July 14th, 2026

August 11th, 2026

September 8th, 2026

October 13th, 2026

November 10th, 2026

December 8th, 2026

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2026 at Brighton Town Hall (Empire State University at Rochester), 680 Westfall Road in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE

Supervisor

CHRISTOPHER K. WERNER
CHRISTINE E. CORRADO
NATHANIEL V. SALZMAN
CLARA SANGUINETTI

Councilmembers

RESOLVED, that a proposed schedule of 2026 Finance and Administrative Services Committee (FASC) meeting dates is hereby received and filed; and be it further

RESOLVED, that the Town Board hereby adopts the schedule of 2026 Finance and Administrative Services Committee meeting dates as received and filed.

Dated: January 2, 2026

WILLIAM W. MOEHLE, SUPERVISOR	Voting	_____
CHRISTOPHER K. WERNER, COUNCILMEMBER	Voting	_____
CHRISTINE E. CORRADO, COUNCILMEMBER	Voting	_____
NATHANIEL V. SALZMAN, COUNCILMEMBER	Voting	_____
CLARA SANGUINETTI, COUNCILMEMBER	Voting	_____

FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE
2026 MEETING SCHEDULE*

All meetings are scheduled to be held in Room #159
at Empire State University, 680 Westfall Road
At 8:30 a.m. (unless otherwise notified)

Wednesday, January 7

Wednesday, January 21

Wednesday, February 4

Thursday, February 19

Wednesday, March 4

Wednesday, March 18

Wednesday, April 1

Wednesday, April 15

Wednesday, May 6

Wednesday, May 20

Wednesday, June 3

Wednesday, June 17

Wednesday, July 1

Wednesday, July 15

Wednesday, August 5

Wednesday, August 19

Wednesday, September 2

Wednesday, September 16

Wednesday, October 7

Wednesday, October 21

Wednesday, November 4

Wednesday, November 18

Wednesday, December 2

Wednesday, December 16

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2026 at Brighton Town Hall (Empire State University at Rochester), 680 Westfall Road in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE,
Supervisor
CHRISTOPHER K. WERNER
CHRISTINE E. CORRADO
NATHANIEL V. SALZMAN
CLARA SANGUINETTI,
Councilmembers

RESOLVED, that a proposed schedule of 2026 Community Services Committee meeting dates is hereby received and filed; and be it further

RESOLVED, that the Town Board hereby adopts the schedule of 2026 Community Services Committee meeting dates as received and filed.

Dated: January 2, 2026

WILLIAM W. MOEHLE, SUPERVISOR	Voting	_____
CHRISTOPHER K. WERNER, COUNCILMEMBER	Voting	_____
CHRISTINE E. CORRADO, COUNCILMEMBER	Voting	_____
NATHANIEL V. SALZMAN, COUNCILMEMBER	Voting	_____
CLARA SANGUINETTI, COUNCILMEMBER	Voting	_____



Town of

Brighton

COMMUNITY SERVICES COMMITTEE

PROPOSED MEETING SCHEDULE 2026

Location: Brighton Recreation Center, 1666 Winton Road (*GPS only, no mail*), Multipurpose Room

Date: Third Wednesday of the Month

Time: 10:00 AM – 11:30 AM

(Unless otherwise noted*)

January 21st

February 19th**

March 18th

April 15th

May 20th

June 17th

July 15th

August 19th

September 16th

October 21st

November 18th

December 16th

***All meetings will immediately follow the Finance and Administrative Services Committee (FASC) meeting and may convene slightly later than anticipated.**

****Please note change in day.**

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2026 at Brighton Town Hall (Empire State University at Rochester), 680 Westfall Road in the Town of Brighton, New York

PRESENT:

WILLIAM W. MOEHLE

Supervisor

CHRISTOPHER K. WERNER
CHRISTINE E. CORRADO
NATHANIEL V. SALZMAN
CLARA SANGUINETTI

Councilmembers

RESOLVED, that *The Daily Record*, be and hereby is appointed as the official newspaper of the Town of Brighton, County of Monroe, State of New York for the year of 2026 for publication of notices, resolutions and ordinances, pursuant to the authority contained in the Town Law of the State of New York, Section 64, Subdivision 11.

Dated: January 2, 2026

WILLIAM W. MOEHLE, SUPERVISOR	Voting	_____
CHRISTOPHER K. WERNER, COUNCILMEMBER	Voting	_____
CHRISTINE E. CORRADO, COUNCILMEMBER	Voting	_____
NATHANIEL V. SALZMAN, COUNCILMEMBER	Voting	_____
CLARA SANGUINETTI, COUNCILMEMBER	Voting	_____

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2026 at Brighton Town Hall (Empire State University at Rochester), 680 Westfall Road in the Town of Brighton, New York

PRESENT:

WILLIAM W. MOEHLE

Supervisor

CHRISTOPHER K. WERNER
CHRISTINE E. CORRADO
NATHANIEL V. SALZMAN
CLARA SANGUINETTI

Councilmembers

RESOLVED, that the Town Board pursuant to Town Law Section 64 hereby adopts the Scott, Foresman Robert's Rules of Order, Newly Revised, 12th Edition (2020) as the rules of its procedure for 2026.

Dated: January 2, 2026

WILLIAM W. MOEHLE, SUPERVISOR	Voting	_____
CHRISTOPHER K. WERNER, COUNCILMEMBER	Voting	_____
CHRISTINE E. CORRADO, COUNCILMEMBER	Voting	_____
NATHANIEL V. SALZMAN, COUNCILMEMBER	Voting	_____
CLARA SANGUINETTI, COUNCILMEMBER	Voting	_____

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2026 at Brighton Town Hall (Empire State University at Rochester), 680 Westfall Road in the Town of Brighton, New York

PRESENT:

WILLIAM W. MOEHLE

Supervisor

CHRISTOPHER K. WERNER
CHRISTINE E. CORRADO
NATHANIEL V. SALZMAN
CLARA SANGUINETTI

Councilmembers

RESOLVED, that correspondence from Marc L. Frankel, dated December 17, 2025 be received and filed, and be it further;

RESOLVED, that Marc L. Frankel, be and hereby is appointed as Constable of the Town of Brighton for a term of one (1) year commencing January 1, 2026 and ending December 31, 2026.

RESOLVED, that this appointment shall be without salary, but that he shall possess all the powers and duties of a constable in civil actions and proceedings only, and shall be entitled to collect the statutory fees allowed by law in such civil actions and proceedings subject to the filing of a surety bond in the amount of \$12,000 and taking the required Oath of Office

Dated: January 2, 2026

WILLIAM W. MOEHLE, SUPERVISOR	Voting	_____
CHRISTOPHER K. WERNER, COUNCILMEMBER	Voting	_____
CHRISTINE E. CORRADO, COUNCILMEMBER	Voting	_____
NATHANIEL V. SALZMAN, COUNCILMEMBER	Voting	_____
CLARA SANGUINETTI, COUNCILMEMBER	Voting	_____

December 17, 2025

Mr. William Moehle
Brighton Town Supervisor
680 Westfall Road
Rochester, New York 14620

Dear Mr. Moehle

I am writing to officially inform you of my interest in seeking reappointment to a thirtieth term to the Brighton Town Constable position when the Brighton Town Board organizational meeting takes place in January 2026. I look forward to continuing to serve the Town of Brighton and its residents.

I appreciate your continued confidence in me.

Very truly yours,



Marc L. Frankel

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2026 at Brighton Town Hall (Empire State University at Rochester), 680 Westfall Road in the Town of Brighton, New York

PRESENT:

WILLIAM W. MOEHLE

Supervisor

CHRISTOPHER K. WERNER
CHRISTINE E. CORRADO
NATHANIEL V. SALZMAN
CLARA SANGUINETTI

Councilmembers

RESOLVED, that correspondence from Marc L. Frankel, dated December 17, 2025 be received and filed, and be it further;

RESOLVED, that Marc L. Frankel, be and hereby is appointed as Constable of the Town of Brighton for a term of one (1) year commencing January 1, 2026 and ending December 31, 2026.

RESOLVED, that this appointment shall be without salary, but that he shall possess all the powers and duties of a constable in civil actions and proceedings only, and shall be entitled to collect the statutory fees allowed by law in such civil actions and proceedings subject to the filing of a surety bond in the amount of \$12,000 and taking the required Oath of Office

Dated: January 2, 2026

WILLIAM W. MOEHLE, SUPERVISOR	Voting	_____
CHRISTOPHER K. WERNER, COUNCILMEMBER	Voting	_____
CHRISTINE E. CORRADO, COUNCILMEMBER	Voting	_____
NATHANIEL V. SALZMAN, COUNCILMEMBER	Voting	_____
CLARA SANGUINETTI, COUNCILMEMBER	Voting	_____



Petrella Phillips LLP

Plan. Perform. Progress.

Certified
Public
Accountants

December 5, 2025

William Moehle, Supervisor
Town of Brighton
680 Westfall Road
2nd Floor
Rochester, NY 14620-4610

Dear Bill,

Please accept this letter as a means to inform you that I would like to continue in my capacity as an appointed Town of Brighton Constable.

How fast the years go by...this will mark 17 years (yikes!) as a Constable!

I understand that the Town Board will act upon reappointments at the organizational meeting to be held in January, 2026.

I look forward to continuing to serve the residents of the Town of Brighton.

Sincerely,

Michael M. Phillips, CPA

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2026 at Brighton Town Hall (Empire State University at Rochester), 680 Westfall Road in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE

Supervisor

CHRISTOPHER K. WERNER
CHRISTINE E. CORRADO
NATHANIEL V. SALZMAN
CLARA SANGUINETTI

Councilmembers

RESOLVED, that the Town Board receive and file a letter dated December 29, 2025 from Glen Layton, Commissioner of Public Works regarding Designation of Staff; and be it further

RESOLVED, that Ken Hurley is hereby designated as the Environmental Review Liaison Officer; and be it further

RESOLVED, that Eric Castle, Patricia Hinkley, Ken Hurley, Chris Roth, Edward Shero and Anthony Vallone are hereby designated as Code Enforcement Officers/Town Building Inspectors for the Comprehensive Development Regulations; and be it further

RESOLVED, that the Commissioner of Public Works, Senior Planner, Planner, Town Engineer, Town Architect and Town Fire Marshal are hereby designated as other officials to carry out the functions of the office of Building Inspector, as laid out in the Comprehensive Development Regulations and those sections of the Town Code relating to Junk Cars, Occupations Requiring Licenses, Unsafe Building and Collapsed Structures and Property Maintenance as well as any other Local Laws, Ordinances or Town Codes designating enforcement to be carried out by the Building Inspector, all as more fully described in the above referenced correspondence; and be it further

RESOLVED, that the Senior Planner, Planner and the Planning Technician be designated as Secretaries to various Town Advisory Boards, all as assigned in above referenced correspondence.

Dated: January 2, 2026

WILLIAM W. MOEHLE, SUPERVISOR

Voting

CHRISTOPHER K. WERNER, COUNCILMEMBER	Voting	_____
CHRISTINE E. CORRADO, COUNCILMEMBER	Voting	_____
NATHANIEL V. SALZMAN, COUNCILMEMBER	Voting	_____
CLARA SANGUINETTI, COUNCILMEMBER	Voting	_____



Town of
Brighton

Public Works Department

Glen Layton
Commissioner of Public Works

December 29, 2025

Supervisor William W. Moehle and the Honorable Town Board
Brighton Town Hall
2300 Elmwood Avenue
Rochester, New York 14618

Re: Designation of Staff for 2026

Dear Supervisor Moehle and Town Council Members:

Subject to your consideration and concurrence, the following staff assignments are proposed for 2026:

- 1) It is recommended that Anthony Vallone, Senior Planner, be designated as:
 - (a) Enforcement officer for chapters 51, 62, 66, 73, 76, 78, 85, 91, 94, 125, 129, 175, 211, 215 and any other applicable sections of the Town Code
 - (b) Code enforcement officer/building inspector for the Comprehensive Development Regulations
 - (c) An 'other official' to carry out the functions of the building inspector, including the receipt of applications for and the issuance of certificates of compliance
 - (d) Secretary to the Zoning Board of Appeals
 - (e) Secretary to the Planning Board
- 2) It is recommended that Smarlin Espino, Planning Technician, be designated as:
 - (a) Secretary to the Architectural Review Board
 - (b) Secretary to the Historic Preservation Commission
- 3) It is recommended that Christopher Roth, Fire Marshal, be designated as:
 - (a) Enforcement officer for chapters 28, 46, 51, 66, 73, 85, 91, 94, 129, 175, 211 and any other applicable sections of the Town Code
 - (b) Code enforcement officer/building inspector for the Comprehensive Development Regulations

- 4) It is recommended that Edward Shero, Building Inspector, be designated as:
 - (a) Enforcement officer for chapters 51, 66, 73, 85, 91, 94, 129, 175, 211 and any other applicable sections of the Town Code
 - (b) Code enforcement officer/building inspector for the Comprehensive Development Regulations
- 5) It is recommended that Eric Castle, full-time Assistant Building Inspector, be designated as:
 - (a) Enforcement officer for chapters 51, 66, 73, 85, 91, 94, 129, 175, 211 and any other applicable sections of the Town Code
 - (b) Code enforcement officer/building inspector for the Comprehensive Development Regulations
- 6) It is recommended that Patricia Hinckley, AIA, be designated as:
 - (a) Enforcement officer for chapters 51, 73 and any other applicable sections of the Town Code
 - (b) Code enforcement officer/building inspector for the Comprehensive Development Regulations
 - (c) Secretary to the Architectural Review Board
- 7) It is recommended that Kenneth Hurley, P.E., Town Engineer, be designated as:
 - (c) Environmental Review liaison officer
 - (d) ~~Secretary to the Sustainability Oversight Committee~~, 85, 91, 129, 175, 211 and 215 of the Town Code; and
 - ~~Code enforcement officer/building inspector for the Comprehensive Development Regulations~~
- 80 It is recommended that Chad Roscoe, Assistant Engineer be designated as:
 - (a) Secretary to the Conservation Board

As always, thank you for your consideration in matters such as this.

Respectfully,



Glen Layton

Commissioner of Public Works

cc: A. Vallone
S. Espino
C. Roth
P. Hinckley
E. Shero
B. Monroe
J. Mancuso

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2026 at Brighton Town Hall (Empire State University at Rochester), 680 Westfall Road in the Town of Brighton, New York

PRESENT:

WILLIAM W. MOEHLE

Supervisor

CHRISTOPHER K. WERNER
CHRISTINE E. CORRADO
NATHANIEL V. SALZMAN
CLARA SANGUINETTI

Councilmembers

RESOLVED, that correspondence dated December 12, 2025 from William Haefner, Superintendent of Highways and Sewers, concerning the authorization of an agreement to spend highway funds, be received and filed; and be it further,

RESOLVED, that the Town Board hereby agrees to execute and deliver an agreement with the Superintendent of Highways and Sewers to expend highway funds for road repairs during 2026, pursuant to Highway Law, Section 284, as more fully described in the adopted Budget for the year 2026, which agreement shall be in form and substance as approved by the Attorney for the Town, and the expenditures authorized by which agreement shall not exceed the funds budgeted in account D.HWY.5110 in the 2026 Town Budget.

Dated: January 2, 2026

WILLIAM W. MOEHLE, SUPERVISOR	Voting	_____
CHRISTOPHER K. WERNER, COUNCILMEMBER	Voting	_____
CHRISTINE E. CORRADO, COUNCILMEMBER	Voting	_____
NATHANIEL V. SALZMAN, COUNCILMEMBER	Voting	_____
CLARA SANGUINETTI, COUNCILMEMBER	Voting	_____



Town of
Brighton

Highway Department

William Haefner
Highway Superintendent &
Sewer Superintendent

December 12, 2025

Supervisor William W. Moehle and the Honorable Town Board
Brighton Town Hall
2300 Elmwood Avenue
Rochester, New York 14618

Re: Authorize Agreement for Expenditure of 2026 Highway Funds

Dear Supervisor Moehle and Town Council Members:

Pursuant to Section 284 of the Highway Law, I request your concurrence to authorize the expenditure of funds allocated in the 2026 budget, D. HWY.5110, for highway maintenance and repairs. The form and content of the agreement shall be as deemed suitable by the Attorney to the Town. As always, thank you for your consideration in matters such as this.

Respectfully,

William Haefner
Superintendent of Highways and Sewers

cc: A. Banker
E. Johnson
J. Mancuso

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2026 at Brighton Town Hall (Empire State University at Rochester), 680 Westfall Road in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE
Supervisor

CHRISTOPHER K. WERNER
CHRISTINE E. CORRADO
NATHANIEL V. SALZMAN
CLARA SANGUINETTI
Councilmembers

RESOLVED, that correspondence dated December 29, 2025 from William W. Moehle, Brighton Town Supervisor, be received and filed; and be it further

RESOLVED, that Glen Layton, is hereby reappointed as Commissioner of Public Works for the Town of Brighton effective January 1, 2026 through December 31, 2026; and be it further

RESOLVED, that William Haefner is hereby reappointed as Superintendent of Highways and Sewers for the Town of Brighton effective January 1, 2026 and ending December 31, 2026.

Dated: January 2, 2026

WILLIAM W. MOEHLE, SUPERVISOR	Voting	_____
CHRISTOPHER K. WERNER, COUNCILMEMBER	Voting	_____
CHRISTINE E. CORRADO, COUNCILMEMBER	Voting	_____
NATHANIEL V. SALZMAN, COUNCILMEMBER	Voting	_____
CLARA SANGUINETTI, COUNCILMEMBER	Voting	_____



Office of the Town Supervisor
The Honorable William W. Moehle

MEMORANDUM

TO: Honorable Town Board
FROM: William W. Moehle, Town Supervisor
DATE: December 29, 2025
RE: Appointments of the Commissioner of Public Works and Superintendent of Highways and Sewers

I hereby recommend that Glen Layton be reappointed as Commissioner of Public Works, effective January 1, 2026 through December 31, 2026.

I further recommend that William Haefner be reappointed as Superintendent of Highways and Sewers effective January 1, 2026 through December 31, 2026.

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2026 at Brighton Town Hall (Empire State University at Rochester), 680 Westfall Road in the Town of Brighton, New York

PRESENT:

WILLIAM W. MOEHLE

Supervisor

CHRISTOPHER K. WERNER
CHRISTINE E. CORRADO
NATHANIEL V. SALZMAN
CLARA SANGUINETTI

Councilmembers

RESOLVED, that correspondence dated December 30, 2025 from Brighton Police Chief David Catholdi be received and filed; and be it further

RESOLVED, that Jason Galajda and Kaitlynn Schmitz are hereby appointed as Animal Control Officers (part-time) of the Town of Brighton, whose responsibilities include, but are not limited to, those of Dog Control Officers under Section 114 of the Agriculture and Markets Law of the State of New York, for terms of one year, commencing January 1, 2026 and expiring December 31, 2026.

Dated: January 2, 2026

WILLIAM W. MOEHLE, SUPERVISOR	Voting	_____
CHRISTOPHER K. WERNER, COUNCILMEMBER	Voting	_____
CHRISTINE E. CORRADO, COUNCILMEMBER	Voting	_____
NATHANIEL V. SALZMAN, COUNCILMEMBER	Voting	_____
CLARA SANGUINETTI, COUNCILMEMBER	Voting	_____



Town of
Brighton

Brighton Police Department

2300 Elmwood Avenue
Rochester, New York 14618
(585) 784-5150



David Catholdi
Chief of Police

MEMORANDUM

TO: Supervisor Moehle and Honorable Town Board

FROM: David Catholdi, Chief of Police *(CDC)*

SUBJECT: Appointment of Animal Control Officers

DATE: December 30, 2025

I respectfully request that the Town Board appoint the following people to the position of Animal Control Officer (part-time) for the calendar year 2026:

Galajda, Jason
Caledonia Avenue
Scottsville, N.Y. 14546

Kaitlynn Schmitz
Creekview Drive
Rochester, N.Y. 14624

This appointment will be for a period of one year, commencing on January 1, 2026.

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2026 at Brighton Town Hall (Empire State University at Rochester), 680 Westfall Road in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE

Supervisor

CHRISTOPHER K. WERNER
CHRISTINE E. CORRADO
NATHANIEL V. SALZMAN
CLARA SANGUINETTI

Councilmembers

WHEREAS, the Town contracts with various part-time programs, special event service providers, and vendors throughout the year for various Parks and Recreation Departments programs and special events; it is therefore

RESOLVED, that letter dated December 19, 2025 from Rebecca Cotter, Recreation Director be received and filed; and be it further

RESOLVED, that the Supervisor is hereby authorized to execute agreements and/or contracts with various part-time program, special event service providers and/or vendors, based upon the recommendation of appropriate staff for the Parks and Recreation Departments for the year 2026 in such form or forms as reviewed and approved by the Attorney to the Town.

Dated: January 2, 2026

WILLIAM W. MOEHLE, SUPERVISOR	Voting	_____
CHRISTOPHER K. WERNER, COUNCILMEMBER	Voting	_____
CHRISTINE E. CORRADO, COUNCILMEMBER	Voting	_____
NATHANIEL V. SALZMAN, COUNCILMEMBER	Voting	_____
CLARA SANGUINETTI, COUNCILMEMBER	Voting	_____



Town of
Brighton

Recreation
Department

Rebecca Cotter
Recreation Director

December 19, 2025

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

Re: Authorization of Contracts for 2026

Dear Finance Committee Members:

I respectfully request that you authorize the Supervisor to approve and sign miscellaneous service provider contracts throughout the 2026 calendar year. Contracts are generated based on needs of the Department. All contracts will include specific details outlining the services provided to the Town.

I would be more than happy to answer any questions you may have regarding this request.

Sincerely,

Rebecca J. Cotter

Rebecca J. Cotter
Recreation Director
Town of Brighton

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2026 at Brighton Town Hall (Empire State University at Rochester), 680 Westfall Road in the Town of Brighton, New York

PRESENT:

WILLIAM W. MOEHLE

Supervisor

CHRISTOPHER K. WERNER
CHRISTINE E. CORRADO
NATHANIEL V. SALZMAN
CLARA SANGUINETTI

Councilmembers

WHEREAS, the Town Board previously authorized Supervisor William W. Moehle to appoint seasonal, on-call and temporary employees for the Town during 2025, subject to ratification by the Town Board; and

WHEREAS, the Town Board desires to grant the same power to the Supervisor during 2026; it is therefore

RESOLVED, that the Town Board hereby ratifies and approves each and every seasonal, on-call and temporary appointment made by the Supervisor during 2025, a list of which appointments is attached hereto, and made a part hereof; and be it further

RESOLVED, that the Supervisor is hereby authorized to appoint seasonal, on-call and temporary employees of the Town based upon the recommendation of appropriate staff and subject to ratification by the Town Board at year end, in 2026.

Dated: January 2, 2026

WILLIAM W. MOEHLE, SUPERVISOR	Voting	_____
CHRISTOPHER K. WERNER, COUNCILMEMBER	Voting	_____
CHRISTINE E. CORRADO, COUNCILMEMBER	Voting	_____
NATHANIEL V. SALZMAN, COUNCILMEMBER	Voting	_____
CLARA SANGUINETTI, COUNCILMEMBER	Voting	_____

TOWN OF BRIGHTON
SEASONAL, ON-CALL & TEMPORARY EMPLOYEES
HIRED IN 2025
for the January 2, 2026 Organizational Meeting

NAME	TITLE	PAY RATE
Almeter, Harley R	RECREATION ASSISTANT	16.63
Ambrose, Kimberly A	RECREATION ASSISTANT	18.02
Beha, Kosovare	LIBRARY PAGE	16.07
Bleier, Jillian	LIBRARY PAGE	16.07
Blum, Lynne M	LIBRARY AIDE PT	16.68
Clarke, Emily M	SCHOOL TRAFFIC GUARD PART-TIME	68.01
Cooper, Patrice	OFFICE CLERK IV	21.46
Curley, Sarah	RECREATION ASSISTANT	20.51
Derhak, Anya V	LIBRARY PAGE	16.07
DeRoo-Kury, David	RECREATION ASSISTANT	16.63
Devine, Edward J	SCHOOL TRAFFIC GUARD PART-TIME	68.01
Donato, Janet C	RECREATION ASSISTANT	18.02
Feger, Emelia A	LIBRARY PAGE	16.07
Galajda, Jason J	ANIMAL CONTROL OFFICER	25.34
Griffith, Sandra	RECREATION ASSISTANT	18.02
Haefner, Lukas W	LABORER SEASONAL	19.19
Hogrefe, Thomas	SCHOOL TRAFFIC GUARD PART-TIME	68.01
Holmes, Jane D	LIFEGUARD - SEASONAL	20.75
Hurley, Joseph R	LIBRARIAN I - PT - ON CALL	29.61
Major, Lekya T	OFFICE CLERK III - PT	21.39
Mandara, Rayna D	LIBRARY AIDE PT	16.68
Marciano, Kailee R	RECREATION ASSISTANT	18.02
Masters, Jay S	SCHOOL TRAFFIC GUARD PART-TIME	68.01
Nole, Skylar L	RECREATION ASSISTANT	16.63
Pamir, Kefayatullah	LIBRARY PAGE	16.07
Peterson, Derek	RECREATION ASSISTANT	19.41
Quinn-McPherson, Kelly	RECREATION ACTIVITY SPECIALIST	22.27
Riggins, Brielle M	LIBRARY AIDE PT	16.68
Rosentel, Marisa L	SCHOOL TRAFFIC GUARD PART-TIME	78.45
Sachs, Moriah	RECREATION ASSISTANT	21.06
Sams, Maya	LIBRARY PAGE	16.07
Schmitz, Kaitlynn B	ANIMAL CONTROL OFFICER	20.73
Sica, Jean	SCHOOL TRAFFIC GUARD PART-TIME	68.01
Tsuchiya, Mari	LIBRARIAN I - PT - ON CALL	29.61
West, Morgan O	RECREATION ASSISTANT	18.02

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2026 at Brighton Town Hall (Empire State University at Rochester), 680 Westfall Road in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE

Supervisor

CHRISTOPHER K. WERNER
ROBIN R. WILT
CHRISTINE E. CORRADO
CLARA SANGUINETTI

Councilmembers

RESOLVED, that correspondence dated January 2, 2026 from Finance Director Earl Johnson requesting the adoption of Deposit and Investment Policy for 2025 listing the banks, trust companies, and cooperative investment arrangements established in accordance with Articles 3-A and 5-G of the New York State Municipal Law authorized to do business in and with offices/branches located in the State of New York, be received and filed, and be it further

RESOLVED, that the Town's Deposit and Investment Policy, in the form attached to the above referenced correspondence, is hereby approved, and be it further

RESOLVED, that the following banks and trust companies are hereby designated as depositories in all or any of which the Supervisor, the Town Clerk, Town Justices, and the Receiver of Taxes and Assessments of the Town of Brighton may deposit moneys of the said Town coming into their hands by virtue of their offices:

JP Morgan Chase Bank
Key Bank
Bank of America
Canandaigua National Bank and Trust Company
M & T Bank; and be it further

RESOLVED, that the following financial institutions, cooperative investment arrangements, and security dealers are hereby designated as authorized for investment of money of the Town by the Director of Finance:

JP Morgan Chase Bank
Key Bank
Bank of America

Canandaigua National Bank and Trust Company
KeyBanc Capital Markets
NY CLASS
NY LAF
M & T Bank; and be it further

RESOLVED, that dollar limits as to the amount of deposits and/or investments that may be placed with any one bank, trust company, or cooperative investment arrangements listed herein shall be as provided in the Town's Deposit and Investment Policy, and be it further

RESOLVED, that the Supervisor, as Chief Fiscal Officer of the Town, is authorized to execute any and all agreements necessary to affect this Resolution.

Dated: January 2, 2026

WILLIAM W. MOEHLE, SUPERVISOR	Voting	_____
CHRISTOPHER K. WERNER, COUNCILMEMBER	Voting	_____
CHRISTINE E. CORRADO, COUNCILMEMBER	Voting	_____
NATHANIEL V. SALZMAN, COUNCILMEMBER	Voting	_____
CLARA SANGUINETTI, COUNCILMEMBER	Voting	_____



Town of
Brighton

Finance Department

Earl Johnson
Director of Finance

December 16, 2025

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

RE: Deposit and Investment Policy for 2026

Dear Town Board Members:

I request that your Honorable Body adopt the attached Deposit and Investment Policy for 2026 and authorize the Supervisor to execute any related banking and other documents as necessary to carry out such deposits and investments as required by the financial institutions in accordance with the Policy.

I am not recommending any changes for 2026 after the mid-year changes in 2025 related to the NYLAF and NYLASS merger. All terms and conditions as set forth in the Deposit and Investment Policy at that time remain the same for 2026.

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

Sincerely,
Earl Johnson
Earl Johnson
Director of Finance

TOWN OF BRIGHTON DEPOSIT AND INVESTMENT POLICY

Policy Scope:

The following Deposit and Investment Policy shall apply to all financial resources available to the Town of Brighton for deposit and/or investment for the benefit of the Town or other individuals or entities.

Policy Objectives:

The Policy objectives of the Town of Brighton's deposit and investment activities are (in the order of their importance):

- to conform to all applicable Federal, State, and local government requirements;
- to adequately protect the principal amount of all deposits and investments;
- to plan for and provide sufficient liquidity for such deposits and investments sufficient to provide for payment of all operating and capital budget requirements in a timely manner;
- to obtain a reasonable rate of return, dependent on market conditions, on such deposits and investments.

Delegation of Authority:

Responsibility for oversight of the Town's deposits and investments is vested in the Supervisor, as Chief Fiscal Officer of the Town (Town Law Sec 29). The Supervisor delegates daily responsibility for the administration of all deposits and investments to the Director of Finance, who shall establish procedures for daily program operation that are consistent with this Policy. All subsequent references regarding powers given to the Director of Finance shall be assumed to also extend to the Supervisor since he is the Chief Fiscal Officer.

Prudence and Care:

The Supervisor, Director of Finance, their designees, and all other Town employees involved in the deposit and/or investment process shall at all times act responsibly and with a great degree of care in that such financial resources are held in the public trust. They shall avoid any financial transaction that could, or might be construed to be, in violation of the public trust.

**TOWN OF BRIGHTON
DEPOSIT AND INVESTMENT POLICY (cont'd.)**

Diversification:

It shall be the policy of the Town of Brighton to diversify its deposits and investments. Diversification will further protect the principal amount of deposits and investments but may not serve to maximize interest earnings. No more than 90% of total available cash may be placed in any one particular bank, trust company or cooperative investment arrangement as established under General Municipal Law Article 3-A at any given time. It shall be the policy of the Town of Brighton to reasonably balance the needs for yield and protection of principal.

Internal Controls:

The Director of Finance shall establish and maintain an internal control structure to provide reasonable, but not absolute assurance those deposits and investments are properly safeguarded and that such transactions are executed and recorded properly and made and managed in compliance with applicable laws and regulations and this Policy.

Deposits

As detailed in General Municipal Law Section 10 and this Policy, the Director of Finance may deposit funds in accordance with applicable statutes and this Policy. In accordance with an annual resolution of the Town Board, the following commercial banks and/or trust companies have been designated as authorized depositories for funds of the Town and/or funds within the Town's control. This Policy further regulates such deposits by limiting deposits to the following maximum amounts:

<u>Bank Name</u>	<u>Maximum Amount</u>
Bank of America	\$25,000,000
Canandaigua National Bank and Trust	\$35,000,000
J.P. Morgan Chase Bank	\$35,000,000
Key Bank	\$20,000,000
M & T Bank	\$35,000,000

The above-listed maximum deposit amounts for M&T Bank and JP Morgan Chase Bank may be increased by an additional \$20,000,000, to a maximum of \$55,000,000 when the Receiver of Taxes is collecting and disbursing school tax payments.

**TOWN OF BRIGHTON
DEPOSIT AND INVESTMENT POLICY (cont'd.)**

Collateralizing of Deposits:

In accordance with the provisions of General Municipal Law Section 10, all deposits of the Town of Brighton, including Certificates of Deposit, in excess of amounts insured under the provisions of the Federal Deposit Insurance Act shall, at all times, be secured:

-by a pledge of "eligible securities" with an aggregate market value equal to or greater than the aggregate amount of deposits, together with agreed upon interest, to be secured in this manner. Such "eligible securities" permitted to secure Town deposits are indicated in Appendix A to this Policy. Specific types of securities qualifying as "eligible securities" are further identified in the State Comptroller's Local Government Management Guide titled Investing and Protecting Public Funds. The Director of Finance shall have discretionary authority to reject the pledge of specific eligible securities if he/she believes the securities to be inappropriate for use as collateral.

-and/or by an eligible surety bond payable to the Town of Brighton for an amount equal to or greater than the aggregate amount of deposits, together with agreed upon interest, to be secured in this manner. Such surety bond must be issued by an insurance company authorized to do business in New York, and whose claims' paying ability is rated in the highest rating category by at least two nationally recognized statistical rating organizations.

Safekeeping of Collateral Pursuant to Written Agreement:

Eligible securities used for collateralizing deposits shall be held by the depository bank or a third-party custodial agent, at the discretion of the Town of Brighton, and subject to written security and custodial agreements.

The legally required written security agreement shall provide that eligible securities are being pledged to secure deposits of the Town, together with agreed upon interest (if any), and any costs or expenses arising out of the collection of such deposits upon default. The agreement shall also provide any conditions under which securities may be sold, presented for payment, substituted, or released, as well as the events which would enable the Town to exercise its rights against the pledged securities should such action become necessary.

**TOWN OF BRIGHTON
DEPOSIT AND INVESTMENT POLICY (cont'd.)**

The legally required written custodial agreement shall provide those securities held by the depository bank or a third-party custodial agent will be kept separate from the general assets of the depository bank or custodial agent. The agreement shall also provide that the depository bank or custodial agent shall confirm, in writing, any receipt, substitution, or release of securities. The agreement must also provide for the frequency of valuation of the pledged securities, which shall be no less frequent than monthly, and any provisions needed to ensure the Town's protected interest in the securities.

Investments

As detailed in General Municipal Law Section 11 and this Policy, the Director of Finance, or their designee, may invest monies not immediately needed for expenditure in the following types of legally permitted investments:

- Interest bearing Checking and/or Savings Accounts
- Certificates of Deposit
- Obligations of the United States of America
- Obligations guaranteed by Agencies of the United States, for which the United States of America guarantees the payment of principal and interest on the obligations
- Obligations of the State of New York
- Obligations issued pursuant to Local Finance Law Section 24 or 25 (with the approval of the State Comptroller) by any municipality, school district, or district corporation other than the Town of Brighton
- Obligations of Public Authorities, Public Housing Authorities, and Urban Renewal Agencies where the State statutes governing such entities or whose specific enabling legislation authorizes such investments
- Obligations issued by the Town of Brighton where such investment shall be made from monies on deposit in a Town Board authorized reserve fund, where such investment has been authorized by resolution of the Town Board

**TOWN OF BRIGHTON
DEPOSIT AND INVESTMENT POLICY (cont'd.)**

All investment obligations shall be redeemable, at the option of the Town of Brighton, as the proceeds of the investment(s) will be needed to meet expenditures for purposes for which the monies were provided. In addition, obligations purchased with the proceeds of bonds or notes shall be redeemable within two years of the date of purchase. For Repurchase Agreements, the repurchase date and not the maturity date of the underlying security(s) shall govern.

Authorized Financial Institutions and Security Dealers:

The Town of Brighton authorizes the following list of financial institutions, cooperative investment arrangements, and security dealers for investment purposes, and establishes the maximum dollar limits of investments that may be made with each. These maximum dollar limits are inclusive of the maximum deposit amounts indicated in the Deposits section of this policy, but do not include the additional \$20,000,000 in deposits authorized during the period September 1st through November 1st in that the Town is not authorized to invest school taxes collected on behalf of the five school districts levying taxes in the Town. All financial institutions with which the Town conducts business must be creditworthy. The Director of Finance, with the assistance of higher levels of government, is responsible for evaluating the financial condition of authorized financial institutions and security dealers. Security dealers not affiliated with an authorized depository bank must be classified as a reporting dealer and affiliated with the New York Federal Reserve Bank as a primary dealer.

<u>Bank/Security Dealer Name</u>	<u>Maximum Amount</u>
Bank of America	\$25,000,000
Canandaigua National Bank and Trust	\$35,000,000
J.P. Morgan Chase	\$35,000,000
Key Bank	\$20,000,000
KeyBanc Capital Markets	\$35,000,000
M & T Bank	\$35,000,000
NYCLASS (New York Cooperative Liquid Assets Securities Fund)	\$70,000,000

**TOWN OF BRIGHTON
DEPOSIT AND INVESTMENT POLICY (cont'd.)**

Purchase of Investments:

The Director of Finance may contract or place orders for the purchase of investments:

- Directly, through an authorized financial institution or securities dealer
- By participation in a cooperative investment program with another authorized governmental entity(s) pursuant to Article 5G of the General Municipal Law
- Through a repurchase agreement (REPO), subject to terms of a required Master Repurchase Agreement. For REPO's, trading partners are limited to those authorized banks and security dealers as identified above. Obligations purchased shall be limited to obligations of the United States of America and/or by obligations guaranteed by agencies of the United States.

All purchased obligations, unless registered in the name of the Town of Brighton, shall be purchased through, delivered to, and held in the custody of a custodial bank. All purchased obligations shall be held separately from the general assets of the custodial bank or securities dealer. Such obligations shall be purchased, sold, or redeemed in accordance with prior authorization of the Director of Finance. All transactions shall be confirmed in writing by the custodial agreement as described in General Municipal Law Section 10. Such an agreement shall include all provisions necessary to provide the Town a perfected interest in the obligations(s) purchased.

Review and Amendment of Policy:

This Policy shall be reviewed on no less than an annual basis and modified by formal action of the Town Board as necessary.

This Policy was reviewed and first approved by the Town Board on 4/28/93. The Policy was subsequently updated and reaffirmed by Town Board on 5/24/95; 2/14/96; 6/12/96; 2/24/99; 3/8/00; 4/11/01; 1/14/04; 1/3/05; 1/3/06; 1/10/07; 1/3/08; 1/2/09; 1/4/10; 1/5/11; 1/3/12; 2/8/12; 1/2/13; 1/2/14; 1/5/15; 1/4/16; 1/3/17; 1/2/18, 1/2/19, 4/24/19, 8/28/19, 1/2/20, 1/4/21, 1/3/22, 1/3/23, 1/2/24, 1/2/25, 3/26/25, 7/01/25.

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2026 at Brighton Town Hall (Empire State University at Rochester), 680 Westfall Road in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE

Supervisor

CHRISTOPHER K. WERNER
ROBIN R. WILT
CHRISTINE E. CORRADO
CLARA SANGUINETTI

Councilmembers

RESOLVED, that a memorandum dated December 16, 2025 from Earl Johnson, Director of Finance, concerning authorization for Petty Cash and Change Funds for the fiscal year 2026, be received and filed; and be it further

RESOLVED, that the following listed Change Funds and Petty Cash Funds are authorized for the fiscal year 2026 in the amounts shown for each listed department; and be it further

RESOLVED, that those employees listed are responsible for the safekeeping of these duly authorized funds, serving in their capacity as Custodian.

Name of Fund	Custodian	Authorized Amt.
Town Clerk Change Fund	Daniel E. Aman	\$ 500
Library Change Fund	Jennifer Ries-Taggart	280
Town Court Change Fund	Lisa Pavlovych	250
Recreation Office Change Fund	Rebecca Cotter	100
Police Department Fees Change Fund	J.P. O'Brien	25
Assessor Petty Cash Fund	Jeannine Whitaker	50
General Petty Cash Fund-Cash	Daniel E. Aman	400
General Petty Cash Fund-Checking	Marcia Adams	250
Library Petty Cash Fund-Cash	Jennifer Ries-Taggart	200

Dated: January 2, 2026

WILLIAM W. MOEHLE, SUPERVISOR	Voting	_____
CHRISTOPHER K. WERNER, COUNCILMEMBER	Voting	_____
CHRISTINE E. CORRADO, COUNCILMEMBER	Voting	_____
NATHANIEL V. SALZMAN, COUNCILMEMBER	Voting	_____
CLARA SANGUINETTI, COUNCILMEMBER	Voting	_____



Town of
Brighton

Finance Department

Earl Johnson
Director of Finance

December 16, 2025

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

Re: Authorization for Petty Cash and Change Funds

Listed below are the proposed authorizations for Petty Cash and Change funds, the Custodian responsible for each, and the authorized amount for each fund. The Library Change Fund is increased \$50 over 2024 and the Assessor Petty Cash Fund was board approved to be opened during 2024. I recommend that the Board authorize these funds, custodians and amounts for the year 2025.

<u>Name of Fund</u>	<u>Custodian</u>	<u>Authorized Amount</u>
Town Clerk Change Fund	Daniel Aman	\$ 500
Library Change Fund	Jennifer Ries-Taggart	\$ 280
Town Court Change Fund	Lisa Pavlovych	\$ 250
Recreation Office Change Fund	Rebecca Cotter	\$ 100
Police Dept. Fees Change Fund	J. P. O'Brien	\$ 25
Assessor Petty Cash Fund	Daniel Aman	\$ 50
General Petty Cash Fund-Cash	Daniel Aman	\$ 400
General Petty Cash Fund-Checking	Marcia Adams	\$ 250
Library Petty Cash Fund-Cash	Jennifer Ries-Taggart	\$ 200

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

Sincerely,
Earl Johnson
Earl Johnson
Director of Finance

**TOWN OF BRIGHTON
GENERAL PETTY CASH FUND
GUIDELINES FOR USE OF FUND**

Purpose Statement

The Town of Brighton General Petty Cash Fund can be used by all Town departments to purchase miscellaneous, minimal cost items or services. Generally, items or services costing \$40 or less can be purchased through this fund. The General Petty Cash Fund, established at \$400, is intended to provide a more expeditious method for purchase of low-cost items and/or services.

General Information

The General Petty Cash Fund seeks to provide a means by which departments can purchase minimal cost items without having to follow the normal process of preparing a Claim Voucher or Purchase Order. It is more efficient to issue one check for replenishment of the petty cash fund, than to issue multiple small dollar value checks directly to vendors. Use of the General Petty Cash Fund is a privilege granted to Town departments that do not abuse that privilege.

The General Petty Cash Fund **cannot** be used to pay for:

- State/County sales tax (the Town is exempt)
- Professional association membership fees
- Employee mileage
- Cashing of employee personal checks
- Items and services costing more than \$40

Custodian – Town Clerk

The Town Clerk will serve as the Custodian for the General Petty Cash Fund and has been empowered by the Town Board with the authority to disburse funds according to this Guideline. The Clerk shall assume that a department requesting release of petty cash monies has sufficient budget appropriations to enable the Finance Department to “charge” that department’s budget for the purchase to be made with petty cash fund monies. All requesting departments should be certain sufficient appropriations are available to fund the intended purchase (s) before requesting monies from the Town Clerk.

The Town Clerk will safeguard all petty cash funds as he/she does all other Town monies, will keep them separate from other monies, and shall balance the account at the end of each workday. The Clerk will document each petty cash transaction through use of a “Petty Cash Requisition Slip” (Exhibit #1), which shall be initially prepared by the requesting department.

TOWN OF BRIGHTON
GENERAL PETTY CASH FUND (cont'd) Page 2 of 3

Procedure for Purchasing an Item/Service Using Petty Cash

- 1) An authorized Town department employee, on determining a need to make a purchase appropriate to petty cash funds, must fill out a "Petty Cash Requisition Slip" including a description of the item/service, budget code to be charged, and the estimated cost.
- 2) The employee must have the purchase authorized by the person (s) responsible for managing that department's budget. The authorizing individual must be certain that sufficient appropriations are available to support the purchase. The Town Clerk will not release petty cash funds to employees that have failed to obtain an authorizing signature from the budget manager for the department.
- 3) Upon presentation of a properly prepared and authorized requisition slip, the Town Clerk will release cash to the employee making the purchase. Both the employee and Clerk will initial the requisition slip to signify that a cash transaction took place. The clerk will remind the employee that the Town is exempt from sales taxes and, if necessary, will provide an exemption form for use by the employee in the purchase. Sales taxes paid will be a personal expense of the employee.
- 4) The employee must obtain a legible receipt for the purchase and return the receipt to the Clerk, along with any change left from the amount of cash initially released. If the purchase was for more than the initial release, the employee will be reimbursed for the additional expense. Once the completed purchase transaction has been reviewed by the Clerk, the requisition slip will again be initialed by the Clerk, attached to the vendor's receipt, and filed.

TOWN OF BRIGHTON
GENERAL PETTY CASH FUND (cont'd) Page 3 of 3

Procedure for Replenishment of General Petty Cash Fund

- 1) The Clerk should request replenishment of the fund whenever the balance of the fund is \$40 or less. In requesting reimbursement, the Clerk must prepare a Town Claim Voucher and attach the accounting of departmental expenses paid from the fund since the last fund replenishment. The claim voucher should be signed by the Clerk (as Department Head) and forwarded to the Finance Department for review and processing for payment after the next Town Board meeting.
- 2) If during review of the claim, the Finance Department has questions regarding any purchases made, Finance will contact the purchasing department directly. Inappropriate purchases, such as those listed above, may become the personal expense of the purchaser who may be asked to reimburse the fund directly.
- 3) Once the claim has been processed, and when the Board has approved replenishment of the fund, a check will be issued to the Clerk as Custodian of the General Petty Cash Fund. The check should be promptly cashed and monies placed with the balance of the authorized amount of the fund.

Originally Prepared by Finance Department 4/93

Updated and Adopted by Town Board on 8/24/11
Reviewed 1/3/22, 1/3/23, 1/2/24, 1/2/25

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2026 at Brighton Town Hall (Empire State University at Rochester), 680 Westfall Road in the Town of Brighton, New York

PRESENT:

WILLIAM W. MOEHLE

Supervisor

CHRISTOPHER K. WERNER
CHRISTINE E. CORRADO
NATHANIEL V. SALZMAN
CLARA SANGUINETTI

Councilmembers

RESOLVED, that correspondence dated December 16, 2025 from Brighton Town Supervisor William W. Moehle, be received and filed; and be it further

RESOLVED, that Daniel E. Aman, Town Clerk, is hereby appointed as Receiver of Taxes for the Town of Brighton for a one-year term commencing January 1, 2026 and ending December 31, 2026.

Dated: January 2, 2026

WILLIAM W. MOEHLE, SUPERVISOR	Voting	_____
CHRISTOPHER K. WERNER, COUNCILMEMBER	Voting	_____
CHRISTINE E. CORRADO, COUNCILMEMBER	Voting	_____
NATHANIEL V. SALZMAN, COUNCILMEMBER	Voting	_____
CLARA SANGUINETTI, COUNCILMEMBER	Voting	_____



Office of the Town Supervisor

The Honorable William W. Moehle

MEMORANDUM

TO: Honorable Town Board
FROM: William W. Moehle, Town Supervisor
DATE: December 16, 2025
RE: Appointment of the Receiver of Taxes

I hereby recommend that Daniel E. Aman, Town Clerk, be appointed as Receiver of Taxes for the Town of Brighton for a term of one year commencing January 1, 2026 through December 31, 2026.

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2026 at Brighton Town Hall (Empire State University at Rochester), 680 Westfall Road in the Town of Brighton, New York

PRESENT:

WILLIAM W. MOEHLE

Supervisor

CHRISTOPHER K. WERNER
CHRISTINE E. CORRADO
NATHANIEL V. SALZMAN
CLARA SANGUINETTI

Councilmembers

RESOLVED, that William W. Moehle, Town Supervisor, Daniel Aman, Town Clerk, and former Town Justice Karen Morris are hereby appointed to serve as Marriage Officers within the Town of Brighton, under Section 11-c of the Domestic Relations Law, for a one-year term commencing January 1, 2026 through December 31, 2026, such appointment to be without salary or wage, but with the right, pursuant to Section 11-c (3) of the Domestic Relations Law, to accept and keep up to seventy-five dollars (\$75.00) for each marriage at which they officiate, paid by or on behalf of the persons married.

Dated: January 2, 2026

WILLIAM W. MOEHLE, SUPERVISOR	Voting	_____
CHRISTOPHER K. WERNER, COUNCILMEMBER	Voting	_____
CHRISTINE E. CORRADO, COUNCILMEMBER	Voting	_____
NATHANIEL V. SALZMAN, COUNCILMEMBER	Voting	_____
CLARA SANGUINETTI, COUNCILMEMBER	Voting	_____

MATTERS OF THE SUPERVISOR

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2026 at Brighton Town Hall (Empire State University at Rochester), 680 Westfall Road in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE

Supervisor

CHRISTOPHER K. WERNER
CHRISTINE E. CORRADO
NATHANIEL V. SALZMAN
CLARA SANGUINETTI

Councilmembers

RESOLVED, that correspondence dated December 29, 2025 from William W. Moehle, Brighton Town Supervisor, be received and filed; and be it further

RESOLVED, that the Brighton Town Board concurs with the appointment by the Supervisor of Mary Jo Lanphear, of 322 Village Lane, Rochester, NY 14610, as Town Historian of the Town of Brighton for a term of one (1) year commencing January 1, 2026 and ending December 31, 2026 is hereby ratified; and be it further

RESOLVED, that the Brighton Town Board approves the recommended compensation as set forth in attached communication.

Dated: January 2, 2026

WILLIAM W. MOEHLE, SUPERVISOR	Voting	_____
CHRISTOPHER K. WERNER, COUNCILMEMBER	Voting	_____
CHRISTINE E. CORRADO, COUNCILMEMBER	Voting	_____
NATHANIEL V. SALZMAN, COUNCILMEMBER	Voting	_____
CLARA SANGUINETTI, COUNCILMEMBER	Voting	_____



Office of the Town Supervisor

The Honorable William W. Moehle

Town of

Brighton

December 29, 2026

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

Dear Board Members,

I hereby re-appoint Mary Jo Lanphear, of 32 Village Lane, Rochester, NY 14610 as the Brighton Town Historian for a one-year term commencing January 1, 2026 through December 31, 2026.

I also recommend that compensation be set at an annual rate of \$6,092 per the 2026 budget salary schedule and that 90% of appointee's health insurance yearly premium for an individual core-plan policy be paid by the Town of Brighton, as set forth in previous years' employment.

Sincerely,

William W. Moehle
Supervisor

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2026 at Brighton Town Hall (Empire State University at Rochester), 680 Westfall Road in the Town of Brighton, New York

PRESENT:

WILLIAM W. MOEHLE

Supervisor

CHRISTOPHER K. WERNER
CHRISTINE E. CORRADO
NATHANIEL V. SALZMAN
CLARA SANGUINETTI

Councilmembers

RESOLVED, that a copy of Memorandum dated December 29, 2025 from Brighton Town Supervisor William W. Moehle be received and filed, and be it further

RESOLVED, that the Town Board hereby affirms the Town Councilmembers appointed by Supervisor Moehle, as indicated in Memorandum attached hereto, to serve as Chairpersons and/or members of the Public Works, Public Safety, Financial & Administrative Services and Community Services Committees effective immediately through the year 2026.

Dated: January 2, 2026

WILLIAM W. MOEHLE, SUPERVISOR	Voting	_____
CHRISTOPHER K. WERNER, COUNCILMEMBER	Voting	_____
CHRISTINE E. CORRADO, COUNCILMEMBER	Voting	_____
NATHANIEL V. SALZMAN, COUNCILMEMBER	Voting	_____
CLARA SANGUINETTI, COUNCILMEMBER	Voting	_____



Office of the Town Supervisor

The Honorable William W. Moehle

MEMORANDUM

TO: Honorable Town Board
FROM: William W. Moehle, Town Supervisor
DATE: December 29, 2025
RE: Town Board Committee Assignments

Effective January 1, 2026, the composition of Brighton Town Board Committees for 2026 is as follows:

Public Works (PWC)

Christopher K. Werner*
Christine E. Corrado
William W. Moehle

Public Safety (PSC)

Nathaniel V. Salzman*
Clara Sanguinetti
William W. Moehle

Finance & Administrative Services (FASC)

Clara Sanguinetti*
Christopher K. Werner
William W. Moehle

Community Services (CSC)

Christine E. Corrado*
Nathaniel V. Salzman
William W. Moehle

- Town Board Committees are established and appointed by the Town Supervisor, who will serve as a member of each Committee. Committee letterhead shall be prepared by the Office of the Town Supervisor and shall be used only to communicate formal recommendations of the Committee to the Town Board or for other communications specifically authorized by Committee vote.
- The New York State Open Meeting Law applies to Town Board Committee Meetings.
- The Town Board Committees are advisory to the Town Board.
- Staff Liaisons to the Town Board Committees are:

PWC	Commissioner of Public Works or their designee
PSC	Fire Marshal or their designee
FASC	Finance Director or their designee
CSC	Recreation Director and Parks Superintendent

- Each Town Board Committee will set its meeting schedule, and the staff liaison will ensure that public notice is provided and that minutes are kept for all committee meetings. If meetings are rescheduled, the staff liaison will ensure that public notice of the change is provided.
- All Town Board members will receive a copy of all committee agendas at the time the agenda is distributed to the committee.

**Committee Chair*

MATTERS OF THE TOWN CLERK

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2026 at Brighton Town Hall (Empire State University at Rochester), 680 Westfall Road in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE

Supervisor

CHRISTOPHER K. WERNER
ROBIN R. WILT
CHRISTINE E. CORRADO
CLARA SANGUETTI

Councilmembers

RESOLVED, that a memorandum dated December 27, 2025, from Daniel E. Aman, Town Clerk, concerning the Town's records retention policy, be received and filed; and be it further

RESOLVED, that the Town Board hereby approves the records retention schedule in the form filed in the Town Clerk's Office, as the Town's minimum records retention list.

Dated: January 2, 2026

WILLIAM W. MOEHLE, SUPERVISOR	Voting	_____
CHRISTOPHER K. WERNER, COUNCILMEMBER	Voting	_____
CHRISTINE E. CORRADO, COUNCILMEMBER	Voting	_____
NATHANIEL V. SALZMAN, COUNCILMEMBER	Voting	_____
CLARA SANGUINETTI, COUNCILMEMBER	Voting	_____



Town of
Brighton

Office of the Town
Clerk

Daniel Aman, RMC
Town Clerk & Receiver of
Taxes

MEMORANDUM

TO: Honorable Town Board
FROM: Daniel Aman, Town Clerk
RE: Records Retention Schedule
DATE: December 27, 2025

To comply with New York State requirements regarding a list of records retained, I am requesting that the Town Board adopt the Records Retention and Disposition Schedule (LGS-1) from the State Education Department as the minimum list required by the Town of Brighton for 2026.

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2026 at Brighton Town Hall (Empire State University at Rochester), 680 Westfall Road in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE

Supervisor

CHRISTOPHER K. WERNER
CHRISTINE E. CORRADO
NATHANIEL V. SALZMAN
CLARA SANGUINETTI

Councilmembers

RESOLVED, that the attached Salary Schedule of Town Officers and Employees, and their pay periods, are hereby fixed and determined for January 1, 2026 through December 31, 2026, subject to such further action which the Town Board may take from time to time pursuant to Section 27 of the Town Law.

Dated: January 2, 2026

WILLIAM W. MOEHLE, SUPERVISOR	Voting	_____
CHRISTOPHER K. WERNER, COUNCILMEMBER	Voting	_____
CHRISTINE E. CORRADO, COUNCILMEMBER	Voting	_____
NATHANIEL V. SALZMAN, COUNCILMEMBER	Voting	_____
CLARA SANGUINETTI, COUNCILMEMBER	Voting	_____

Town of Brighton
2026 Salaried & Non-Represented FT Hourly Employees
for the January 2, 2026 Organizational Meeting

Department	Title	Employee First	I	Employee Last	1/1/2026 Annual Salary
Assessor	Assessor	Daniel	E	Aman	\$ 49,400.00
Assessor	Assistant Assessor	Melanie	J	Natalie	\$ 61,861.80
Building & Planning	Building Inspector	Edward		Shero	\$ 85,449.00
Building & Planning	Senior Planner	Vallone		Anthony	\$ 97,242.60
Building & Planning	Planning Technician	Smarlin		Espino	\$ 61,861.80
Building & Planning	Assistant To The Comm Of PW	Zaretsky		Lesley	\$ 53,235.00
Clerk	Deputy Town Clerk/Receiver of Taxes	Margaret	G	Lull	\$ 75,038.60
Clerk	Deputy Reciever of Taxes & Assessments	Casie	L	Pavlovych	\$ 58,895.20
Clerk	Receiver of Taxes	Daniel	E	Aman	\$ 40,000.00
Clerk	Town Clerk	Daniel	E	Aman	\$ 66,984.00
Council	Councilperson	Christine		Corrado	\$ 27,674.00
Council	Councilperson	Nathaniel	V	Salzman	\$ 27,674.00
Council	Councilperson	Christopher	K	Werner	\$ 27,674.00
Council	Councilperson	Clara	D	Sanguinetti	\$ 27,674.00
Facility Operations	Maintenance Mechanic	Gary		Donofrio	\$ 111,018.90
Finance Office	Assistant Director of Finance	Marcia	C	Adams	\$ 100,505.60
Finance Office	Director of Finance	Earl	F	Johnson	\$ 128,138.72
Finance Office	Office Account Clerk	Thi (May)	L	Ho	\$ 48,211.80
Finance Office	Payroll Clerk	Jennifer		Staudenmayer	\$ 77,896.00
Fire Protection	Fire Marshal	Christopher	A	Roth	\$ 93,857.40
Highway	Accountant	Amy Jo		Banker	\$ 92,227.20
Highway	Certified Arborist	Kyle		Sears	\$ 3,326.00
Highway	Engineering Assistant	Kyle		Sears	\$ 97,656.00
Highway	Foreman (Roads)	Eric		Bassford	\$ 116,922.32
Highway	Foreman (Roads)	Mark	J	Hagreen	\$ 116,922.32
Highway	Office Clerk II	Lydia	D	Joslin	\$ 55,801.20
Highway Admin	Highway Superintendent	William	L	Haefner	\$ 134,882.80
Historian	Historian (PT)	Mary Jo		Lanphear	\$ 6,092.00
Information Systems	Coordinator of Data Processing	Jeremy		Lutz	\$ 111,018.90
Information Systems	Senior Network Technician	Barbara		Snyderman	\$ 71,562.40
Justices	Chief Court Clerk	Lisa		Pavlovych	\$ 80,698.80
Justices	Clerk to the Town Justice II	Charlotte	L	Lynch	\$ 58,658.60
Justices	Clerk to the Town Justice I	Kristine		Sanborn	\$ 71,562.40
Justices	Deputy Court Clerk	Bertha	A	Frias Marin	\$ 55,801.20
Justices	Town Justice	John	A	Falk	\$ 64,343.00
Justices	Town Justice	Vikram	S	Vilkhu	\$ 64,343.00
Library	Administrative Analyst	Sumegha	R	Juneja	\$ 61,818.00
Library	Librarian I	Caitlyn		Stahovic-Barnes	\$ 75,055.00
Library	Librarian II	Matthew	L	Bashore	\$ 84,146.00
Library	Librarian II	Heather	L	Demay	\$ 84,146.00
Library	Librarian II	Elissa		Schaeffer	\$ 84,146.00
Library	Librarian II	Deena	M	Viviani	\$ 84,146.00
Library	Librarian II	Kory Ann		Yerkes	\$ 84,146.00
Library	Library Aide	Kiesha		Ivey	\$ 39,855.00

Department	Title	Employee First	I	Employee Last	1/1/2026	Annual Salary
Library	Library Director III	Jennifer	T	Ries-Taggart	\$	134,881.00
Library	Office Clerk IV	Jennifer	M	Hall	\$	40,506.00
Library	Senior Library Clerk	Jennifer	L	Mancuso	\$	56,635.00
Library	Senior Library Clerk	Erin	B	McMahon	\$	43,563.00
Library	Senior Network Technician	Dominick Mario		Sanna	\$	75,055.00
Parks	Superintendent of Parks	Matthew	S	Beeman	\$	111,018.90
Personnel Office	Director of Personnel	Tricia		Bittner	\$	111,018.90
Personnel Office	Employee Benefits Technician	Shana	C	Hagins	\$	64,937.60
Police	Administrative Analyst	John	P	O'Brien	\$	107,265.60
Police	Captain	Jose	D	Caraballo	\$	165,762.00
Police	Captain	Timothy	A	Karch	\$	165,762.00
Police	Chief of Police	Charles	D	Catholdi	\$	187,289.00
Police	Investigator	Derick		Fera	\$	120,652.00
Police	Investigator	Renee	E	Fischer	\$	120,652.00
Police	Investigator	Cale Scott		Flora	\$	120,652.00
Police	Lieutenant	Brian	J	Cecere	\$	146,833.00
Police	Lieutenant	Allison	B	Laubacher	\$	146,833.00
Police	Lieutenant	Keith Edward		Woodard	\$	146,833.00
Police	Office Clerk II	Jacquelyn	A	Pike	\$	61,588.80
Police	Office Clerk II	Sarah	J	Jones	\$	48,211.80
Police	Office Clerk III	Ashley		Buckingham	\$	41,750.80
Police	Police Officer	Taylor	L	Agnello	\$	102,445.00
Police	Police Officer	Joice	L	Barcellos	\$	117,138.00
Police	Police Officer	Taylor	S	Barth	\$	117,138.00
Police	Police Officer	Lisa		Bianco	\$	117,138.00
Police	Police Officer	Spencer		Bills	\$	117,138.00
Police	Police Officer	Christopher		Brizendine	\$	117,138.00
Police	Police Officer	Marcus		Capeder	\$	117,138.00
Police	Police Officer	Luke	A	Detrick	\$	87,267.00
Police	Police Officer	Brandan		Flickner	\$	117,138.00
Police	Police Officer	Chance	T	Gates	\$	102,445.00
Police	Police Officer	Kaila	M	Herring	\$	87,267.00
Police	Police Officer	Zachary		Hoag	\$	117,138.00
Police	Police Officer	Heidi	S	Kaiser	\$	117,138.00
Police	Police Officer	David	H	Keirsbilck	\$	117,138.00
Police	Police Officer	Joseph		Labarbera	\$	117,138.00
Police	Police Officer	Jack	G	Layland	\$	87,267.00
Police	Police Officer	Tyler		Moulton	\$	117,138.00
Police	Police Officer	Christopher	J	Mueller	\$	87,267.00
Police	Police Officer	Aubrey	M	Needham	\$	117,138.00
Police	Police Officer	Carlos		Oquendo	\$	117,138.00
Police	Police Officer	Timothy	J	Newcomb	\$	87,267.00
Police	Police Officer	Daniel	A	Newman	\$	87,267.00
Police	Police Officer	Jeffrey	J	Ruffalo	\$	117,138.00
Police	Police Officer	Joshua	D	Sahr	\$	117,138.00
Police	Police Officer	Emilie	R	Soliday	\$	117,138.00
Police	Police Officer	Darrell	R	Wilcox	\$	117,138.00
Police	Sergeant	Bradley		Clouston	\$	134,709.00

Department	Title	Employee First	I	Employee Last	1/1/2026	Annual Salary
Police	Sergeant	Rebecca		Halpin	\$	134,709.00
Police	Sergeant	Stephen	M	Hunt	\$	134,709.00
Police	Sergeant	Justin	R	Keller	\$	134,709.00
Police	Sergeant	Sean		Peck	\$	134,709.00
Public Works	Commissioner of Public Works	Glen	A	Layton	\$	121,726.51
Public Works	Assistant Engineer	Chad	J	Roscoe	\$	85,449.00
Public Works	Town Engineer	Kenneth	R	Hurley Jr	\$	129,857.00
Public Works	Senior Cleaner	Peter		Massoth	\$	46,622.00
Public Works	Maintenance Mechanic II	Gregory	S	Pulleyn	\$	60,840.00
Public Works	Planning Clerk	Gretchen		Paxon	\$	61,588.80
Recreation Admin	Office Clerk III	Kerry		Bennage	\$	53,417.00
Recreation Admin	Recreation Director	Rebecca	J	Cotter	\$	111,018.90
Recreation Admin	Recreation Leader	Annabel		Pulley	\$	41,750.80
Recreation Admin	Senior Recreation Supervisor	Michele		Patterson	\$	75,038.60
Recreation Admin	Manager - Farmers Market (PT)	Sue		Gardner-Smith	\$	21,321.00
Senior Citizens Program	Senior Citizen Program Specialist	Dara	N	Thompson	\$	61,861.80
Sewer District	Foreman (Sewer)	Timothy	A	Jason	\$	108,379.17
Sewer District	Office Clerk II	Ellen	M	Padulo	\$	58,658.60
Sewer District	Sewer Superintendent (PT)	William	L	Haefner	\$	5,200.00
Town Supervisor	Assistant to the Town Supervisor	Bridget		Monroe	\$	85,449.00
Town Supervisor	Director of DEI	Miriam	M	Moore	\$	101,719.80
Town Supervisor	Chief of Staff	Sara	L	Krusenstjerna	\$	100,197.19
Town Supervisor	Town Supervisor	William	W	Moehle	\$	121,293.00

NEW BUSINESS

CLAIMS FOR APPROVAL AT TOWN BOARD MEETING

January 2, 2026

THAT THE CLAIMS NUMBERED **1** THROUGH **16** AS SUMMARIZED BELOW HAVING BEEN APPROVED BY THE RESPECTIVE DEPARTMENT HEADS AND AUDITED BY THE CHAIR OF THE FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE ARE HEREBY APPROVED FOR PAYMENT.

A - GENERAL	<u>230,998.14</u>
D - HIGHWAY	<u>59,214.32</u>
L - LIBRARY	<u>16,689.24</u>
SS - SEWER DISTRICT	<u>20,260.54</u>
TOTAL:	<u>\$327,162.24</u>

UPON ROLL CALL MOTION CARRIED _____

APPROVED BY: _____
SUPERVISOR
William W. Moehle

COUNCIL MEMBER
Nathaniel Salzman

COUNCIL MEMBER
Christopher Werner

COUNCIL MEMBER
Clara Sanguinetti

COUNCIL MEMBER
Christine Corrado

TO THE SUPERVISOR:

I CERTIFY THAT THE VOUCHERS LISTED ABOVE WERE AUDITED BY THE CHAIR OF THE FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE AND APPROVED 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.

January 2, 2026

DATE

TOWN CLERK

Daniel Aman

TOWN OF BRIGHTON CLAIMS ABSTRACT FOR			1/2/2026	CLAIM NUMBER 1 THROUGH 16				
CLAIM #	VENDOR NUMBER	VENDOR NAME	INVOICE NUMBER	INVOICE DESCRIPTION	INVOICE DATE	INVOICE AMOUNT	INVOICE STATUS	PAYMENT DATE
1	3374	CSX TRANSPORTATION	8496503	ANNUAL SEWER PIPELINE CROSSING - 2026	11/18/2025	\$1,187.44	Open	
		CSX TRANSPORTATION Total				\$1,187.44		
2	10840	EMPIRE STATE UNIVERSITY	46023	LEASE OF OFFICE SPACE - JAN 2026	1/1/2026	\$21,000.00	Open	
		EMPIRE STATE UNIVERSITY Total				\$21,000.00		
3	71	EXCELLUS BLUECROSS BLUESHIELD	000046110141	DENTAL ADMIN FEE-GROUP 55326-R001-JAN 2026	12/16/2025	\$313.10	Open	
4	71	EXCELLUS BLUECROSS BLUESHIELD	000046113390	RETIREE MEDICAL PREMIUMS FOR JANUARY 2026	12/16/2025	\$44,393.21	Open	
5	71	EXCELLUS BLUECROSS BLUESHIELD	000046114488	DENTAL ADMIN FEE-GROUP 55326-C001-JAN 2026	12/16/2025	\$5.05	Open	
6	71	EXCELLUS BLUECROSS BLUESHIELD	000046119538	DENTAL ADMIN FEE-GROUP 55326-0001-JAN 2026	12/16/2025	\$696.71	Open	
		EXCELLUS BLUECROSS BLUESHIELD Total				\$45,408.07		
7	2117	MONROE COUNTY HIGHWAY ASSOCIAT	111825	NYS & MONROE CTY. MEMBERSHIP DUES - 2026 - WILLIA	11/18/2025	\$450.00	Open	
		MONROE COUNTY HIGHWAY ASSOCIAT Total				\$450.00		
8	1702	NYS DEPT. OF ENVIRONMENTAL CONSERVATIC	9990000694259	WASTE TRANSPORTER PERMIT - 2026 - NO 8A-801	12/17/2025	\$250.00	Open	
		NYS DEPT. OF ENVIRONMENTAL CONSERVATION Total				\$250.00		
9	5721	NYS TEAMSTERS COUNCIL	2026-00000001	Teamsters Medical Premiums - January 2026	12/5/2025	\$11,227.56	Open	
		NYS TEAMSTERS COUNCIL Total				\$11,227.56		
10	338	PARIS-KIRWAN ASSOCIATES INC	1225A	COMMERCIAL INSURANCE - 4.31 BUSINESS AUTO	12/11/2025	\$48,178.50	Open	
11	338	PARIS-KIRWAN ASSOCIATES INC	1225B-H-I	COMMERCIAL INSURANCE - GENERAL LIABILITY	12/11/2025	\$39,412.50	Open	
12	338	PARIS-KIRWAN ASSOCIATES INC	1225E	COMMERCIAL INSURANCE - 4.34 POLICE LIABILITY	12/11/2025	\$64,010.00	Open	
13	338	PARIS-KIRWAN ASSOCIATES INC	1225F	COMMERCIAL INSURANCE - 4.35 PUBLIC OFFICIALS	12/11/2025	\$26,059.00	Open	
14	338	PARIS-KIRWAN ASSOCIATES INC	1225G	COMMERCIAL INSURANCE - 4.36 EXCESS COVERAGE	12/11/2025	\$18,434.00	Open	
15	338	PARIS-KIRWAN ASSOCIATES INC	1225C-D	COMMERCIAL INSURANCE - 4.33 PROPERTY & INLAND M	1/2/2026	\$33,628.50	Open	
		PARIS-KIRWAN ASSOCIATES INC Total				\$229,722.50		
16	10589	TIUNY HOLDINGS INC.	131	BROOKSIDE RENTAL- JANUARY 2026	1/1/2026	\$17,916.67	Open	
		TIUNY HOLDINGS INC. Total				\$17,916.67		
		Grand Total				\$327,162.24		

At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2026 at Brighton Town Hall (Empire State University at Rochester), 680 Westfall Road in the Town of Brighton, New York

PRESENT:

WILLIAM W. MOEHLE

Supervisor

CHRISTOPHER K. WERNER
CHRISTINE E. CORRADO
NATHANIEL V. SALZMAN
CLARA SANGUINETTI

Councilmembers

RESOLVED, that Chris Jahn of 274 Avalon Drive, Rochester, NY, 14618, be and hereby is re-appointed to the Architectural Review Board for a three-year term effective January 1, 2026 to December 31, 2028; and be it further

RESOLVED, that Surendar Jeyadev of 105 Heatherstone Lane, Rochester, NY, 14618, be and hereby is re-appointed to the Brighton Memorial Library Board of Trustees for a five-year term effective January 1, 2026 to December 31, 2030; and be it further

RESOLVED, that Dennis Adams of 44 Glen Road, Rochester, NY, 14610 and Mitchell Nellis of 260 Edgemoor Drive, Rochester, NY, 14618, be and hereby are re-appointed to the Conservation Board for a two-year term effective January 1, 2026 to December 31, 2027; and be it further

RESOLVED, that Amanda L. Dreher, Esq. of 1300 French Road, Rochester, NY, 14618 and John Page of 75 Rhinecliff Drive, Rochester, NY, 14618, be and hereby are re-appointed to the Historic Preservation Commission for a four-year term effective January 1, 2026 to December 31, 2029; and Jerome Ludwig of 2940 East Avenue, Rochester, NY, 14610, be and hereby is re-appointed as Chair of the HPC for a two-year term effective January 1, 2026 through December 31, 2027; and be it further

RESOLVED, that Amanda Andera of 842 S. Grosvenor Road, Rochester, NY, 14618, and Prashant Prabhat of 101 Westerloe Avenue, Rochester, NY, 14620, be and hereby are re-appointed to the Inclusion, Diversity, Equity Advisory Board for a three-year term effective January 1, 2026 to December 31, 2028; and be it further

RESOLVED, that Coleridge Gill of 55 Fairmeadow Drive, Rochester, NY, 14618, be and hereby is re-appointed to the Parks and Recreation Advisory Board for a three-year term effective January 1, 2026 through December 31, 2028; and be it further

RESOLVED, that George L. Smith of 215 Village Lane, Rochester, NY, 14610, be and hereby is appointed to the Planning Board for a seven-year term effective January 1, 2026 to December 31, 2032; and be it further

RESOLVED, that Mitchell Nellis of 260 Edgemoor Drive, Rochester, NY, 14618 and William Brower of 303 Wilmot Road, Rochester, NY, 14618, be and hereby are re-appointed to the Sustainability Oversight Advisory Committee for a two-year term effective January 1, 2026 to December 31, 2027; and be it further

RESOLVED, that Andrea Thompkins-Wright of 45 Rensselaer Drive, Rochester, NY, 14618, be and hereby is re-appointed to the Zoning Board of Appeals for a seven-year term effective January 1, 2026 through December 31, 2032, and Dennis Mietz of 1630 Westfall Road, Rochester, NY, 14618 is reappointed as Chair of the ZBA for a two-year term effective January 1, 2026 through December 31, 2027.

Dated: January 2, 2026

WILLIAM W. MOEHLE, SUPERVISOR	Voting	_____
CHRISTOPHER K. WERNER, COUNCILMEMBER	Voting	_____
CHRISTINE E. CORRADO, COUNCILMEMBER	Voting	_____
NATHANIEL V. SALZMAN, COUNCILMEMBER	Voting	_____
CLARA SANGUINETTI, COUNCILMEMBER	Voting	_____