

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

**Meeting Date: Wednesday June 6, 2018 (8:30 a.m.)  
Location: Stage Conference Room, Brighton Town Hall**

1. Approval of Minutes – Receive and file minutes of the May 15, 2018 meeting.
2. Award Bid /Amend 2018 Budget for purchase of Ambulance for BVA (Ambulance District /Finance) – Request from Paula Parker and BVA for Town Board action to award the bid for one (1) 2018 Demers Type II Sprinter Ambulance to North Eastern Rescue Vehicles in an amount not to exceed \$97,900 and amend the 2018 Ambulance District budget to facilitate the purchase of the ambulance (see letter from P. Parker and BVA).
3. Set Public Hearing for Town Law Section 202-b Sewer District Equipment Purchase/Bond Resolution as approved in the 2018 CIP plan (Sewer Dist. / Finance Dept.) – Request from Paula Parker for Town Board action to set a public hearing on July 11<sup>th</sup>, 2018 in accordance with Town Law Section 202-b to consider the purchase of equipment for the Consolidated Sewer District and if approved, adopt Bond Resolution for \$120,000. All documents have been prepared by Bond Counsel (see letter from P. Parker).
4. Bond Resolution for Highway equipment purchase in the amount of \$380,000 as approved in the 2018 CIP plan (Highway/Finance Dept.) – Request from Paula Parker for Town Board action to adopt a bond resolution in the amount of \$380,000 for the purchase of highway equipment as approved in the 2018 CIP plan. All documents have been prepared by Bond Counsel and this bond is subject to permissive referendum (see letter from P. Parker)
5. Authorize Supervisor to execute a change order with Villager Construction and amend related budget (DPW) – Request from Evert Garcia for Town Board action to authorize the Supervisor to execute a change order with Villager Construction in the amount of \$30,098.32 for the Landfill Water Main Extension project. Further to approve a budget appropriation in the amount of \$7,098.32 to account SW.WAATRD.8310.2.66 from assigned unappropriated fund balance in the Water District (see memo from E. Garcia).

6. DISCUSSION ITEM ONLY – Review quotes for Monroe Avenue GIGP interpretive signage. Three quotes were solicited. Lowest quote is from Fossil Industries in the amount of \$2,781. No official action needed. The specifications for the signage were included in the quote solicitation per the grant requirements (see letter from M. Guyon).
7. DISCUSSION ITEM ONLY – Retirement of Laura [REDACTED] effective June 7, 2018 and discuss the recruitment process to fill the vacant position (see letter from M. Guyon).

The **next regularly scheduled meeting of the FASC will be held on WEDNESDAY, JUNE 20, 2018 at 8:30 a.m.** in the Stage Conference Room of the Brighton Town Hall. All members of the public are invited to attend FASC meetings.

**\*\*NOTE NEW DAY AND TIME AS PER THE SUMMER SCHEDULE\*\***



## Finance Department

Paula Parker  
Director of Finance

June 6, 2018

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

Re: Bid Award and budget appropriation for 2018 Ambulance Purchase

Dear Board Members:

I request that Your Honorable Body authorize and award the bid for the purchase of one (1) 2018 Demers Type II Sprinter ambulance to North Eastern Rescue Vehicles of Syracuse NY. The base bid for the Sprinter is \$ 92,450 (without air horns) plus the all the options as listed in Additional Option package totaling \$5,450 for a total bid award not-to-exceed cost of \$97,900.

Attached is a listing of bid responses received. Brighton Volunteer Ambulance developed the technical specifications for the ambulance, reviewed the bid responses, and is making the recommendation to award the purchase contract to North East Rescue Vehicles. Any additional costs over \$97,900 will be the responsibility of Brighton Volunteer Ambulance (see BVA's recommendation letter dated 5/31/18).

Town Board authorization is also requested to make the following budget amendment to appropriate assigned, unappropriated fund balance that was anticipated to be used for an ambulance purchase, to the 2018 budget to facilitate the purchase of the ambulance:

- Appropriate \$22,900 to budget account SA.AMBUD.3600 2.25 (emergency response vehicles) from SA 909 (fund balance).

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.

Sincerely,

Paula Parker  
Director of Finance



# BRIGHTON VOLUNTEER AMBULANCE

26

Date: May 31, 2018

To: Town of Brighton  
Finance Committee

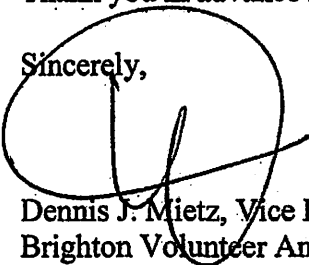
Re: 2018 Ambulance Purchase

We are pleased to recommend the purchase of a 2018 Demers Type II Sprinter based on the bid from North East Rescue Vehicles dated May 16, 2018.

The cost to the Special Ambulance Tax District will be \$97,900 including all bid alternates. Any additional costs over this amount will be at the expense of Brighton Volunteer Ambulance and billed directly to Brighton Volunteer Ambulance, if required.

Thank you in advance for the assistance and cooperation in this matter.

Sincerely,



Dennis J. Mietz, Vice President  
Brighton Volunteer Ambulance Inc.

2c

## Bid Prices

### Company Information:

North Eastern Rescue Vehicles, Inc.  
10 Dwight Park Drive  
Syracuse, NY 13209

Phone: 1-800-553-6094  
Fax: 315-437-3007

President: Bob Reilly

Sales Representative: Thomas C. Toy III  
Phone: 716-984-0058

### Bid Prices

The price for the ambulance that we bid is as follows:

#### Proposal to Match Bid Specifications

1	2018 Demers Type II Sprinter	\$92,450 Net all rebates	Without air horns

### Additional options

These options are NOT included in the final price:

- Lettering and striping: \$3,000
- Performance Bond: \$1,500
- Remove and re-mount hand sanitizer station from existing unit: \$25
- Remove and re-mount SSCOR VX-2 Suction unit from existing unit: \$200
- Remove and re-mount thermometer mount from existing unit: \$25
- Remove and re-mount Harris Mobile radio and speaker from existing unit(with antennas): \$600
- Remove and re-mount two (2) Harris portable radio chargers from existing unit: \$100

~~54,500.-~~

\$ 97,900

# VEHICLE RECOMMENDATION

## 2018 Vehicle Replacement



2d

**To** : Board of Directors  
**From** : Chief Dean, TAG Chair  
**Date** : 30 May 2018

Board Members,

The Technical Advisory Group (TAG) tasked with identifying the proper replacement vehicle for Brighton Volunteer Ambulance (BVA) has reviewed that bids received by the Town of Brighton on 16 May 2018 from North Eastern Rescue Vehicles (NERV) and Federal Safety Equipment. Of those bidders, NERV provided seven (7) options, and Federal Safety Equipment provided one (1) option.

NERV provided a bid that met the specification provided, with minor, acceptable exceptions taken. Finding that the Bid meets the requirements set forth by this TAG, we request the Board of Directors to accept our recommendation for one (1) 2018 Demers Type II Sprinter, priced at a total of \$97,900 to include bid alternates from North Eastern Rescue Vehicles.

After determining that the bid from NERV was to be accepted, a change to the accepted equipment to allow for more storage was requested by the TAG which was provided and added to the bid package. This subsequently lowered the bid amount.

In summary, NERV provided the only spec-matching bid, along with alternate bid options, in addition to the one bid from Federal Safety Equipment, which did not match the spec. The TAG recommends accepting the amended quote as noted above.

Respectfully,

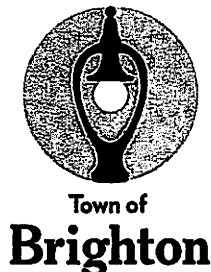
Cody M. Dean  
*Chief*

Town of Brighton  
Ambulance Bid Opening  
WEDNESDAY, MAY 16, 2018 10:00 a.m.  
Finance Office

Bidding Company Name	Bid Option	Vehicle Description	Base Bid	Total Options
1 North Eastern Resuce Vehicles Inc.	1	2018 Demers/Mercedes Type II Sprinter (full spec match)	\$ 95,400	
	or 1	2018 Demers/Mercedes Type II Sprinter (Without air horns)	\$ 92,450	
<b>WHEELED COACH OPTIONS</b>				
	2	WC-TII 2016 Sprinter	\$ 88,800	
	3	WC-TII 2017 Transit Van Medium Top 250 Gas	\$ 71,300	
	4	WC-TII 2017 Transit Van High Top 350 Gas	\$ 81,500	
	5	WC-TIII 2017 G3500 146" Module W/CRP	\$ 105,000	
<b>DEMERS</b>				
	6	DEMERS TII - 2018 Mercedes Springeer Van EXE	\$ 91,755	
	7	Demers TII - 2017 Transit 250 Gas Medium Roof	\$ 77,300	
		<b>OPTIONS NOT INCLUDED IN BIDS ABOVE</b> Lettering & Striping:\$3,000; Performance Bond: \$1,500; hand sanitizer re-mount: \$25; SSCOR VX-2 Suction unit remount: \$200; Thermometer remount: \$25; Harris Mobile Radio, speaker an annntenna remount: \$600; 2 Harris portable radio chargers remount: \$100		\$ 5,450
2 Federal Safety Equipment		2018 Ram ProMaster Type II Ambulance (Does not meet specifications)	\$ 95,571	
		<b>OPTIONS NOT INCLUDED IN BIDS ABOVE</b> Performance Bond Cost		\$ 1,395

Finance Department

Paula Parker  
Director of Finance



June 6, 2018

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

Dear Honorable Members,

As part of the 2018 through 2020 Town Capital Improvement Plan and the 2018 Adopted Town Budget, several projects or purchases were identified for funding in 2018 through the issuance of bonds. I am recommending that the Town Board set a public hearing in accordance to section 202-b of the Town Law to consider authorizing the equipment purchases for the Consolidated Sewer District and then adoption of a bond resolution as prepared by Bond Counsel totaling \$120,000 that will provide financing to purchase two (2) pieces of equipment as identified:

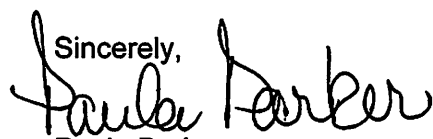
**Bond Resolution for \$120,000 (Sewer District Equipment and Vehicle) (5 year repayment period)**

- 3.) Purchase Sewer Camera Inspection Equipment - \$69,000
- 4.) Purchase One 6-Wheel 1-Ton Small Dump Truck - \$51,000

Since this purchase/borrowing is for a special district, the Board must set a Town Law Section 202-b public hearing on July 11, 2018 regarding the equipment to be purchased.

After the hearing, the Board may adopt the bond resolution and after the estoppel period move ahead with the borrowing.

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.

Sincerely,  
  
Paula Parker  
Director of Finance



At a regular meeting of the Town Board of the Town of Brighton, Monroe County, New York, duly held at the Town of Brighton Town Hall located at 2300 Elmwood Avenue, Rochester, New York, 14618, at 7:00 p.m. on June 13, 2018.

PRESENT:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ABSENT:

\_\_\_\_\_

The following resolution was offered by \_\_\_\_\_,  
who moved its adoption, seconded by \_\_\_\_\_, to-wit:

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF BRIGHTON,  
MONROE COUNTY, NEW YORK (THE "TOWN") CALLING FOR A  
PUBLIC HEARING IN ACCORDANCE TO SECTION 202-b OF THE  
TOWN LAW TO CONSIDER AUTHORIZING IMPROVEMENTS TO THE  
TOWN OF BRIGHTON CONSOLIDATED SEWER DISTRICT**

WHEREAS, the Town Board (the "Town Board") of the Town of Brighton, Monroe County, New York (the "Town") is considering authorizing certain improvements to the Town of Brighton Consolidated Sewer District (the "District") consisting of the acquisition of sewer camera inspection equipment to include cameras, tack system, track extension kits, spare parts kits, cables, flat screen monitor, controllers, mounting rack, software and training and one (1) one-ton 6-wheel dump truck (collectively, the "Project"); and

WHEREAS, the Town's engineers have estimated that the maximum cost of undertaking the Project is \$120,000; and

WHEREAS, the Town Board now intends to conduct a public hearing in accordance with Section 202-b of the Town Law with respect to undertaking the Project at such estimated maximum cost.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby calls for a public hearing to be held at the public meeting of the Town Board to be held on July 11, 2018 at 7:00 p.m. at the Town of Brighton Town Hall, 2300 Elmwood Avenue, Rochester, New York 14618, to consider if it is in the public interest to undertake the Project at a maximum cost of \$120,000 and to hear all persons interested in the subject thereof; and it is

FURTHER RESOLVED, that the Town Clerk is hereby directed to cause notice of such public hearing to be published and posted in the manner prescribed by law.

This resolution shall take effect immediately.

The following vote was taken and recorded in the public or open session of said meeting:

AYE

NAY

Date: June 13, 2018

3c

**NOTICE OF PUBLIC HEARING  
TOWN OF BRIGHTON CONSOLIDATED SEWER DISTRICT**

**PLEASE TAKE NOTICE** that the Town Board of the Town of Brighton, Monroe County, New York (the "Town"), by resolution dated June 13, 2018, ordered that a public hearing be held at the Town of Brighton Town Hall, 2300 Elmwood Avenue, Rochester, New York 14618 on July 11, 2018 at 7:00 p.m. to consider whether it is in the public interest to approve the hereinafter described project:

The Town Board is considering whether to authorize certain improvements to the Town of Brighton Consolidated Sewer District (the "District") consisting of the acquisition of sewer camera inspection equipment to include cameras, tack system, track extension kits, spare parts kits, cables, flat screen monitor, controllers, mounting rack, software and training and one (1) one-ton 6-wheel dump truck (collectively, the "Project").

The estimated maximum cost of the Project is \$120,000.

All persons interested in the aforementioned Project, and the subject matter thereof, are invited to attend.

Daniel Aman, Town Clerk  
Dated: June 13, 2018

Good Morning,

Enclosed is a resolution for consideration by the Town of Brighton Town Board at their meeting on June 13th which sets the public hearing under Section 202-b of Town Law relating to certain improvements to the Town of Brighton Consolidated Sewer District.

Also enclosed at the last page of the attached Word file is a form of Public Hearing Notice (the "Notice") for your use. In accordance with Section 202-b of the Town Law, the Notice must be posted on the Town's bulletin board and the Town's website and published at least once in the Town's official newspaper not less than ten (10) nor more than twenty (20) days before the day set for the hearing. Therefore, as the hearing has been scheduled for July 11th, the Notice **must be posted and published at least once between June 21<sup>st</sup> and July 1<sup>st</sup>.**

Following the public hearing, the Town Board will then consider the subsequent resolutions which our firm will prepare and deliver prior that meeting.

As soon as your able to do so, we would request that the Town Clerk forward to my attention a certified copy of the attached resolution, as adopted, with voting results, along with an affidavit of posting of the Notice and an affidavit of publication of the Notice including a copy of the newspapers tear sheet.

If you have any questions regarding either of the enclosed items or the procedures by which the resolution must be adopted, please do not hesitate to contact Pat, Charlie or myself at (585) 419-8800. Thank you.

**Alex Neubert**

Paralegal

**HARRIS BEACH PLLC**

ATTORNEYS AT LAW

99 Gamsey Road

Pittsford, NY 14534

585.419.8705 Direct

585.419.8817 Fax

585.419.8800 Main

[Website](#) | [Add to Contacts](#)

**p r a c t i c e G R E E N**

Save a tree. Read, don't print, emails.

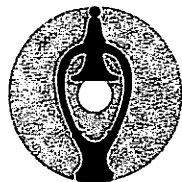


**Statement of Confidentiality**



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## Finance Department



Town of

**Brighton**

**Paula Parker**  
Director of Finance

June 6, 2018

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

Dear Honorable Members,

As part of the 2018 through 2020 Town Capital Improvement Plan and the 2018 Adopted Town Budget, several projects or purchases were identified for funding in 2018 through the issuance of bonds. I am recommending that the Town Board take action to adopt a bond resolution as prepared by Bond Counsel totaling \$380,000 that will provide financing to purchase two (2) pieces of equipment as identified:

**Bond Resolution for \$380,000 (Highway Vehicles) (10 year repayment period)**

- 1.) Purchase One 6-Wheel Heavy Duty Dump Truck with Plow Equipment - \$246,000
- 2.) Purchase One 6-Wheel Truck – Cube style with Van Service Body - \$134,000

A bond resolution, as prepared by our Bond Counsel at Harris Beach, should be adopted at the June 13<sup>th</sup>, 2018 meeting.

The bond repayment period is more than five years and for that reason is subject to permissive referendum. This requires 2/3rds majority vote by our Town Board (four of the five members). After the permissive referendum and estoppel period has past, the Town can go out to market to complete the bonding which will be some time in mid

Bond Counsel at Harris Beach has prepared the resolution and the notices for advertising the permissive referendum and estoppel periods and the schedule for each to be published.

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.

Sincerely,

Paula Parker  
Director of Finance

At a regular meeting of the Town Board of the Town of Brighton, Monroe County, New York, duly held at the Town of Brighton Town Hall located at 2300 Elmwood Avenue, Rochester, New York, 14618, at 7:00 p.m. on June 13, 2018.

PRESENT: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was offered by \_\_\_\_\_,  
 who moved its adoption, seconded by \_\_\_\_\_, to-wit:

**BOND RESOLUTION OF THE TOWN BOARD OF THE TOWN OF BRIGHTON, MONROE COUNTY, NEW YORK (THE "TOWN"), AUTHORIZING THE ACQUISITION OF ONE 6-WHEEL HEAVY DUTY DUMP TRUCK WITH SNOW PLOW EQUIPMENT AND ONE 6-WHEEL CUBE STYLE TRUCK WITH VAN SERVICE BODY; STATING THE MAXIMUM ESTIMATED COST THEREOF IS \$380,000; APPROPRIATING SAID AMOUNT THEREFOR; AND AUTHORIZING THE ISSUANCE OF UP TO \$380,000 IN SERIAL BONDS OF THE TOWN TO FINANCE SAID APPROPRIATION**

WHEREAS, the Town Board (the "Board") the Town of Brighton, Monroe County, New York (the "Town") proposes to authorize the issuance of \$380,000 in serial bonds of the Town to finance the acquisition of one 6-wheel heavy duty dump truck with snow plow equipment and one 6-wheel cube style truck with van service body, each for use by the Town's Highway Department, including costs incidental to the financing of the foregoing (collectively, the "Project"), at an estimated maximum cost of \$380,000; and

WHEREAS, the Board now wishes to appropriate funds for the Project and to authorize the issuance of the Town's serial bonds and bond anticipation notes to be issued to finance the aforementioned class of objects or purposes.

NOW, THEREFORE, BE IT RESOLVED, by the Town Board (the "Town Board") of the Town of Brighton, Monroe County, New York (the "Issuer" or the "Town") (by the favorable vote of not less than two-thirds of all the members of such body), as follows:

SECTION 1. The Town is hereby authorized to undertake the acquisition of one 6-wheel heavy duty dump truck with plow equipment and one 6-wheel cube style truck with van service body, each for use by the Town's Highway Department, including costs incidental to the financing of the foregoing. It is hereby determined that the maximum estimated cost of the aforementioned class of object or purpose is \$380,000, said amount is hereby appropriated therefor and the plan for the financing thereof shall consist of (i) the issuance of the \$380,000 in serial bonds of the Town authorized to be issued pursuant to this resolution or bond anticipation

notes issued in anticipation of such bonds, and (ii) unless paid from other sources, the levy and collection of taxes on all taxable real property of the Town to pay the principal of such bonds or notes and the interest thereon as the same become due and payable.

SECTION 2. Serial bonds of the Town in the principal amount of \$380,000 are hereby authorized to be issued pursuant to provisions of Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (the "Law") to finance the aforementioned class of object or purpose.

SECTION 3. It is hereby determined that the period of probable usefulness of the aforementioned class of object or purpose is fifteen (15) years, pursuant to subdivision 28. of paragraph a. of Section 11.00 of the Law.

SECTION 4. The temporary use of available funds of the Town, not immediately required for the purpose or purposes for which the same were borrowed, raised or otherwise created, is hereby authorized pursuant to Section 165.10 of the Law, for the capital purposes described in this resolution. The Town shall reimburse such expenditures with the proceeds of the bonds or bond anticipation notes authorized by this resolution. This resolution shall constitute a declaration of official intent to reimburse the expenditures authorized herein with the proceeds of the bonds and bond anticipation notes authorized herein, as required by United States Treasury Regulations Section 1.150-2.

SECTION 5. The final maturity of the bonds herein authorized to be issued shall be in excess of five (5) years measured from the date of issuance of the first serial bond or bond anticipation note issued pursuant to this resolution.

SECTION 6. Each of the serial bonds authorized by this resolution and any bond anticipation notes issued in anticipation of said bonds shall contain the recital of validity prescribed by Section 52.00 of the Law and said serial bonds and any bond anticipation notes issued in anticipation of said bonds shall be general obligations of the Town, payable as to both principal and interest by a general tax upon all the real property within the Town subject to applicable statutory limits, if any. The faith and credit of the Town are hereby irrevocably pledged to the punctual payment of the principal and interest on said serial bonds and bond anticipation notes and provisions shall be made annually in the budget of the Town by appropriation for (a) the amortization and redemption of the bonds and bond anticipation notes to mature in such year and (b) the payment of interest to be due and payable in such year.

SECTION 7. Subject to the provisions of this resolution and of the Law, pursuant to the provisions of Section 30.00 relative to the authorization of the issuance of serial bonds and bond anticipation notes or the renewals of said obligations and of Sections 21.00, 50.00, 54.90, 56.00 through 60.00, 62.10 and 63.00 of the Law, the powers and duties of the Town Board relative to authorizing serial bonds and bond anticipation notes and prescribing terms, form and contents as to the sale and issuance of bonds herein authorized, including without limitation the determination of whether to issue bonds having substantially level or declining debt service and all matters related thereto, and of any bond anticipation notes issued in anticipation of said bonds, and the renewals of said bond anticipation notes, are hereby delegated to the Town

Supervisor, as the chief fiscal officer of the Town (the "Town Supervisor"). Such notes shall be of such terms, form and contents as may be prescribed by said Town Supervisor consistent with the provisions of Local Finance Law. Further, pursuant to paragraph b. of Section 11.00 of the Law, in the event that bonds to be issued for the class of object or purpose authorized by this resolution are combined for sale, pursuant to paragraph c. of Section 57.00 of the Law, with bonds to be issued for one or more object or purpose authorized by other resolutions of the Board, then the power of the Board to determine the "weighted average period of probable usefulness" (within the meaning of paragraph a. of Section 11.00 of the Law) for such combined objects or purposes is hereby delegated to the Town Supervisor, as the chief fiscal officer of the Town.

SECTION 8. The Town Supervisor is hereby further authorized to take such actions and execute such documents as may be necessary to ensure the continued status of the interest on the bonds authorized by this resolution and any notes issued in anticipation thereof, as excludable from gross income for federal income tax purposes pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the "Code") and to designate the bonds authorized by this resolution and any notes issued in anticipation thereof, if applicable, as "qualified tax-exempt bonds" in accordance with Section 265(b)(3)(B)(i) of the Code.

SECTION 9. The Town Supervisor is further authorized to enter into a continuing disclosure undertaking with or for the benefit of the initial purchasers of the bonds or notes authorized by this resolution in compliance with the provisions of Rule 15c2-12, promulgated by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934.

SECTION 10. The Town Board hereby determines that the actions authorized by this resolution and the adoption hereof collectively constitute a "Type II" action within the meaning of the State Environmental Quality Review Act and the regulations of the New York State Department of Environmental Conservation thereunder (collectively, "SEQRA") and that no further action under SEQRA need be taken by the Town Board as a condition precedent to the adoption of this resolution.

SECTION 11. The intent of this resolution is to give the Town Supervisor sufficient authority to execute those applications, agreements and instruments, or to do any similar acts necessary to affect the issuance of the aforesaid serial bonds or bond anticipation notes without resorting to further action of the Board.

SECTION 12. Pursuant to subdivision b. of Section 35.00 of the Law, this resolution is subject to a permissive referendum in the manner prescribed by Article Seven of the Town Law of the State of New York (the "Town Law"). The Town Clerk is hereby authorized and directed, within ten (10) days after the date of adoption of this resolution, to publish and post a notice satisfying the requirements of Section 90 of the Town Law, which shall set forth the date of adoption of this resolution, shall contain an abstract hereof, and shall specify that this resolution was adopted subject to a permissive referendum. Such notice shall be published in the official newspaper of the Town for such purpose.

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SECTION 13. This resolution shall take effect thirty (30) days after the date of its adoption or, if within such thirty (30) day period there is filed with the Town Clerk a petition subscribed and acknowledged by the number of qualified electors of the Town required by Section 91 of the Town Law and in the manner specified in such Section, until approved by the affirmative vote of a majority of such qualified electors voting on a proposition for its approval.

SECTION 14. The validity of the bonds authorized by this resolution and of any bond anticipation notes issued in anticipation of said bonds may be contested only if:

(a) such obligations are authorized for an object or purpose for which the Town is not authorized to expend money; or

(b) the provisions of law which should be complied with at the date of the publication of such resolution are not substantially complied with,

and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication; or

(c) such obligations are authorized in violation of the provisions of the constitution.

SECTION 15. Upon this resolution becoming effective, the Town Clerk is hereby authorized and directed to cause a copy of this resolution, or a summary thereof, to be published, together with a notice attached in substantially the form as prescribed in Section 81.00 of the Law, in the official newspaper(s) of the Town for such purpose, together with a notice of the Town Clerk substantially the form provided in Section 81.00 of the Law.

The following vote was taken and recorded in the public or open session of said meeting:

AYE

NAY

Date: June 13, 2018



4f

STATE OF NEW YORK       )  
COUNTY OF MONROE       ) ss.:

I, the undersigned Town Clerk of the Town of Brighton, Monroe County, New York (the "Town") DO HEREBY CERTIFY as follows:

1. I am the duly qualified and acting Town Clerk of the Town and the custodian of the records of the Town, including the minutes of the proceedings of the Town Board, and am duly authorized to execute this certificate.

2. A regular meeting of the Town Board of the Town was held on June 13, 2018 (the "Meeting"), and minutes of said Meeting have been duly recorded in the Minute Book kept by me in accordance with law for the purpose of recording the minutes of meetings of said Town Board.

3. Attached hereto is a true and correct copy of a Bond Resolution duly adopted at the Meeting of the Town Board held on June 13, 2018 and entitled:

**BOND RESOLUTION OF THE TOWN BOARD OF THE TOWN OF BRIGHTON, MONROE COUNTY, NEW YORK (THE "TOWN"), AUTHORIZING THE ACQUISITION OF ONE 6-WHEEL HEAVY DUTY DUMP TRUCK WITH SNOW PLOW EQUIPMENT AND ONE 6-WHEEL CUBE STYLE TRUCK WITH VAN SERVICE BODY; STATING THE MAXIMUM ESTIMATED COST THEREOF IS \$380,000; APPROPRIATING SAID AMOUNT THEREFOR; AND AUTHORIZING THE ISSUANCE OF UP TO \$380,000 IN SERIAL BONDS OF THE TOWN TO FINANCE SAID APPROPRIATION**

4. That the Meeting was duly convened and held and that said Bond Resolution was duly adopted in all respects in accordance with the law and regulations of the Town. To the extent required by law or said regulations, due and proper notice of the Meeting was given. A legal quorum of members of the Town Board was present throughout the Meeting, and a legally sufficient number of members (2/3's of the Town Board) voted in the proper manner for the adoption of the Bond Resolution. All other requirements and proceedings under the law, said regulations, or otherwise, incident to the Meeting and the adoption of the Bond Resolution, including the publication, if required by law, have been duly fulfilled, carried out and otherwise observed.

5. Public Notice of the time and place of the Meeting was duly posted and duly given to the public and the news media in accordance with the Open Meetings Law, constituting Chapter 511 of the Laws of 1976 of the State of New York, and that all members of the Town Board had due notice of the Meeting and that the Meeting was in all respects duly held and a quorum was present and acted throughout.

6. The seal appearing below constitutes the official seal of the Town and was duly affixed by the undersigned at the time this certificate was signed.

IN WITNESS WHEREOF, I have hereunto set my hand and have hereunto affixed the corporate seal of the Town of Brighton this 13<sup>th</sup> day of June, 2018.

TOWN OF BRIGHTON

[SEAL]

By: \_\_\_\_\_  
Daniel Aman, Town Clerk

4g

**PUBLIC NOTICE  
TOWN OF BRIGHTON**

**NOTICE IS GIVEN**, that the Town Board (the "Town Board") of the Town of Brighton, Monroe County, New York (the "Town"), at a regular meeting held on June 13, 2018, duly adopted, subject to a permissive referendum, a resolution, an abstract of which is as follows:

In accordance with Article 7 of the New York State Town Law, such bond resolution will take effect thirty (30) days after the date of its adoption, unless prior to the close of such thirty-day period there is filed with the Town Clerk a petition, subscribed and acknowledged by that number of electors of the Town qualified to vote upon a proposition to raise or expend money equal to at least five percent (5%) of the total vote cast for governor in the Town in the last general election for state officers, but which number of electors shall not be less than 100, protesting against such resolution and requesting that it be submitted for approval or disapproval by the qualified electors of the Town. If such a qualifying petition is filed, a proposition for approval of the resolution shall be submitted at a general or special Town election in accordance with Article 7 of Town Law.

Such Resolution was entitled:

**BOND RESOLUTION OF THE TOWN BOARD OF THE TOWN OF BRIGHTON, MONROE COUNTY, NEW YORK (THE "TOWN"), AUTHORIZING THE ACQUISITION OF ONE 6-WHEEL HEAVY DUTY DUMP TRUCK WITH SNOW PLOW EQUIPMENT AND ONE 6-WHEEL CUBE STYLE TRUCK WITH VAN SERVICE BODY; STATING THE MAXIMUM ESTIMATED COST THEREOF IS \$380,000; APPROPRIATING SAID AMOUNT THEREFOR; AND AUTHORIZING THE ISSUANCE OF UP TO \$380,000 IN SERIAL BONDS OF THE TOWN TO FINANCE SAID APPROPRIATION**

an abstract of such bond resolution, concisely stating the purpose and effect thereof, being as follows:

1. The resolution authorized the Town to undertake the acquisition of one 6-wheel heavy duty dump truck with snow plow equipment and one 6-wheel cube style truck with van service body, each for use by the Town's Highway Department, including costs incidental to the financing of the foregoing. It was determined that the maximum estimated cost of the aforementioned class of object or purpose is \$380,000, said amount is hereby appropriated therefor and the plan for the financing thereof shall consist of (i) the issuance of the \$380,000 in serial bonds of the Town authorized to be issued pursuant to this resolution or bond anticipation notes issued in anticipation of such bonds, and (ii) unless paid from other sources, the levy and collection of taxes on all taxable real property of the Town to pay the principal of such bonds or notes and the interest thereon as the same become due and payable.

2. Serial bonds of the Town (including, without limitation, statutory installment bonds) in the principal amount of \$380,000 are authorized to be issued pursuant to the provisions of the

4h

Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (the "Law") to finance said appropriation.

3. It was determined that the period of probable usefulness of the aforementioned class of object or purpose is fifteen (15) years, pursuant to subdivision 28. of paragraph a. of Section 11.00 of the Law.

4. The temporary use of available funds of the Town, not immediately required for the purpose or purposes for which the same were borrowed, raised or otherwise created, is authorized pursuant to Section 165.10 of the Law, for the capital purposes described in the resolution. The Town shall reimburse such expenditures with the proceeds of the bonds or bond anticipation notes authorized by Section 1 of the resolution. The resolution shall constitute a declaration of "official intent" to reimburse the expenditures authorized by the resolution with the proceeds of the bonds and bond anticipation notes authorized herein, as required by United States Treasury Regulations Section 1.150-2.

5. The final maturity of the bonds herein authorized to be issued shall be in excess of five (5) years measured from the date of issuance of the first serial bond or bond anticipation note issued pursuant to the resolution.

6. Each of the serial bonds authorized by the resolution and any bond anticipation notes issued in anticipation of said bonds shall contain the recital of validity prescribed by Section 52.00 of the Law and said serial bonds and any bond anticipation notes issued in anticipation of said bonds shall be general obligations of the Town, payable as to both principal and interest by a general tax upon all the real property within the Town subject to applicable statutory limits, if any. The faith and credit of the Town are irrevocably pledged to the punctual payment of the principal and interest on said serial bonds and bond anticipation notes and provisions shall be made annually in the budget of the Town by appropriation for (a) the amortization and redemption of the bonds and bond anticipation notes to mature in such year and (b) the payment of interest to be due and payable in such year.

7. The Town Board delegated to the Town Supervisor of the Town the powers and duties of the Town Board relative to authorizing the issuance of said bonds, and any bond anticipation notes including renewals thereof, issued in anticipation of said bonds and prescribing the terms, form and content thereof.

8. The Town Supervisor was further authorized to take such actions and execute such documents as may be necessary to ensure the continued status of the interest on the bonds authorized by the resolution and any notes issued in anticipation thereof, as excludable from gross income for federal income tax purposes pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the "Code") and to designate the bonds authorized by the resolution and any notes issued in anticipation thereof, if applicable, as "qualified tax-exempt bonds" in accordance with Section 265(b)(3)(B)(i) of the Code.

9. The Town Supervisor was further authorized to enter into a continuing disclosure undertaking with or for the benefit of the initial purchasers of the bonds or notes authorized by

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the resolution in compliance with the provisions of Rule 15c2-12, promulgated by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934.

10. The Town Board determined that the actions authorized by the resolution and the adoption thereof collectively constitute a "Type II" action within the meaning of the State Environmental Quality Review Act and the regulations of the New York State Department of Environmental Conservation thereunder (collectively, "SEQRA") and that no further action under SEQRA need be taken by the Town Board as a condition precedent to the adoption of the resolution.

11. The bond resolution was determined to be subject to permissive referendum.

BY ORDER OF THE TOWN BOARD OF THE TOWN OF BRIGHTON, MONROE COUNTY, NEW YORK.

Dated: June 13, 2018

4j

**AFFIDAVIT REGARDING POSTING NOTICE**

STATE OF NEW YORK     )  
COUNTY OF MONROE    ) ss:

I, Daniel Aman, being duly sworn, deposes and says:

I am over the age of 18 years; and, on June \_\_\_\_, 2018, I posted a true and correct copy of the attached Public Notice of the Town of Brighton, Monroe County, New York (the "Town") on the Town's official bulletin board located within the Town Hall and on the Town's website.

\_\_\_\_\_  
Daniel Aman, Town Clerk

Sworn before me this  
\_\_\_\_ day of June, 2018

\_\_\_\_\_  
Notary Public, State of New York

4K

### **CERTIFICATE OF NO PROTEST**

I, Daniel Aman, in my capacity as Town Clerk of the Town of Brighton, Monroe County, New York (the "Town"), DO HEREBY CERTIFY, as follows:

1. The Town Board of the Town at a meeting thereof duly called and held on June 13, 2018, adopted a Bond Resolution, a true, correct and certified copy which is attached hereto.
2. No petition or petitions protesting said resolution have been submitted or filed with the Town Clerk of the Town and the 30-day period has elapsed for submission and filing of a valid petition.

IN WITNESS WHEREOF, I have signed and affixed the corporate seal of the Town this \_\_\_\_ day of June, 2018.

**TOWN OF BRIGHTON**

[SEAL]

By: \_\_\_\_\_  
Daniel Aman, Town Clerk

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## ESTOPPEL NOTICE

The resolution, a summary of which is published herewith, has been adopted on June 13, 2018 by the Town Board of the Town of Brighton, Monroe County, New York, and the period of time has elapsed for the submission and filing of a petition for a permissive referendum and a valid petition has not been submitted and filed. The validity of the obligations authorized by such resolution may be hereafter contested only if such obligations were authorized for an object or purpose for which the Town of Brighton is not authorized to expend money or if the provisions of law which should have been complied with as of the date of publication of this notice were not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of publication of this notice, or such obligations were authorized in violation of the provisions of the Constitution.

Daniel Aman, Town Clerk  
Town of Brighton

### SUMMARY OF BOND RESOLUTION

Set forth below is a summary of said resolution adopted by the Town Board of the Town of Brighton on June 13, 2018.

1. The resolution is entitled "BOND RESOLUTION OF THE TOWN BOARD OF THE TOWN OF BRIGHTON, MONROE COUNTY, NEW YORK (THE "TOWN"), AUTHORIZING THE ACQUISITION OF ONE 6-WHEEL HEAVY DUTY DUMP TRUCK WITH SNOW PLOW EQUIPMENT AND ONE 6-WHEEL CUBE STYLE TRUCK WITH VAN SERVICE BODY; STATING THE MAXIMUM ESTIMATED COST THEREOF IS \$380,000; APPROPRIATING SAID AMOUNT THEREFOR; AND AUTHORIZING THE ISSUANCE OF UP TO \$380,000 IN SERIAL BONDS OF THE TOWN TO FINANCE SAID APPROPRIATION".

2. Object or Purpose: the acquisition of one 6-wheel heavy duty dump truck with snow plow equipment and one 6-wheel cube style truck with van service body, each for use by the Town's Highway Department, including costs incidental to the financing of the foregoing.

3. Period of Probable Usefulness: 15 years.

4. Amount of Debt Obligations Authorized: \$380,000.

A complete copy of the bond resolution summarized above shall be available for public inspection during normal business hours at the office of the Town Clerk, Town of Brighton Town Hall, 2300 Elmwood Avenue, Rochester, New York 14618.

Good Morning,

As requested, attached is a proposed form of Bond Resolution for consideration by the Town of Brighton Town Board (the "Board") at their meeting on June 13th. The resolution authorizes the issuance of up to \$380,000 in serial bonds to finance the acquisition of various pieces of machinery and equipment for use by the Town's Highway Department.

The resolution must be approved by a vote of at least two-thirds of the Board members. Therefore, in order to satisfy this requirement, at least four members of the five-member Board must be present and make an affirmative vote. Without this, the Bond Resolution will not become effective.

Since the final maturity date for the bonds to be issued for this project will be in excess of five (5) years, the Bond Resolution is subject to a permissive referendum in accordance with the procedures outlined in the Town Law. As such, also enclosed within the attached Word file are the following materials:

1. the Public Notice;
2. the Affidavit regarding Posting of Notice;
3. the Certificate of No Protest; and
4. the Estoppel Notice.

Within ten (10) days following the adoption of the Bond Resolution (before Saturday, June 23rd), the Public Notice must be published in the Town's official newspaper(s) for legal publication purposes. In addition, a copy of the Public Notice must also be posted on the Town's official bulletin board located within the Town Hall and on the Town's website. The Town Clerk should complete the Affidavit regarding Posting of Notice.

Assuming that a qualifying petition is not submitted to the Town Clerk within 30 days of the adoption of the resolution requesting that a referendum be held, then the resolution will become effective at the close of such 30-day period (in this case, on July 13th). At that time, the Town Clerk should sign, seal and date the Certificate of No Protest. (If a qualifying petition is submitted, please contact Charlie and he will advise you at that time.)

Also, at this time, the Estoppel Notice must be published once in the Town's official newspaper(s). The Estoppel Notice should be forwarded to the Village's newspaper in exactly the form attached hereto. After twenty (20) days have elapsed from the date of publication of the Estoppel Notice, the Town can proceed with the issuance of either bonds or bond anticipation notes for the projects authorized.

After the Bond Resolution is adopted and becomes effective, please forward the following items to my attention: (i) certified copy of the Bond Resolution, as adopted, (ii) the newspaper's affidavit of publication for the Public Notice along with the newspaper clipping, (iii) an executed original of the Affidavit Regarding of Notice, (iv) an executed original of the Certificate of No Protest, and (v) the newspaper's affidavit of publication of the Estoppel Notice along with the newspaper clipping.

If you have any questions or require any additional information, please do not hesitate to contact either me or Pat, Charlie, or myself at (585) 419-8800. Thank you.

**Alex Neubert**

Paralegal

**HARRIS BEACH PLLC**

ATTORNEYS AT LAW

99 Gamsey Road  
Pittsford, NY 14534  
585.419.8705 Direct  
585.419.8817 Fax  
585.419.8800 Main

Website | Add to Contacts

**p r a c t i c e G R E E N**

Save a tree. Read, don't print, emails.

Highway

4m





5a  
**Public Works Department**

Commissioner of Public Works – Tim Keef, P.E.

**Evert Garcia**  
Assistant Engineer

May 24, 2018

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

Re: Town of Brighton Landfill Watermain Extension Project  
444 Browncroft Boulevard  
Change Order 1

Dear Councilperson DiPonzio and Committee Members:

The Town Board at their March 28, 2018 meeting authorized the Supervisor to execute an agreement with Villager Construction Inc. to construct an extension to the existing private watermain at the Town Landfill for an amount not exceed \$230,000. Additionally, the Supervisor was authorized by the Town Board to execute any necessary change orders that do not collectively exceed ten percent of the awarded contract price, which equated to a total amount of \$23,000.00. Funds for this project in the amount of \$253,000 were appropriated into account SW.WATRD.8310 2.66 (site development) from fund balance in the Town's consolidated water district.

During construction, sub soil conditions which were not anticipated were encountered while excavating the pipe trench. The existing haul road appeared to have been constructed on top of large stones which caused the trench to collapse upon removal. Exploratory testing during the initial design of the project did not reveal these conditions. As a result, the Contractor had to install additional Crusher Run and Asphalt Base to ensure the stability of the ground and road conditions as part of the road restoration process. The installation of the additional Crusher Run and Asphalt Base resulted in quantity overages from the initial estimate in the bid documents.

Additionally, Town Staff requested that protection bollards be installed around some of the appurtenances associated with the watermain. A total of nine (9) concrete bollards will be installed to protect the hydrants and heated enclosure from daily truck traffic and construction equipment associated with the landfill operation for a set fee.

Furthermore, Base Bid Item 002 (Relocate Hydrant by MCWA) and Item 016 (Rock Removal) will no longer be paid out as part of the project contract. The relocation of the hydrant was performed by the Monroe County Water Authority prior to the contractor starting the work and billed directly to the Town of Brighton. Rock, as defined by the contract documents, was not encountered during construction and therefore will not be billed by the Contractor. Table 1 lists all of the additions and deductions from the original base bid.

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Table 1 Summary of Contract Changes

Item No.	Description of Work	Original Qty.	Actual Qty.	Unit Measure	Unit Price	Price Added/ Deducted to Base Bid
014	3" 19.0 F9 Binder Course HMA, 80 Series Compaction	418	463.82	Ton	\$95.40	\$4,371.23
017	Type 1 Select Fill – No. 1 Crusher Run	600	682.72	CY	\$31.25	\$2,585.00
020	6" 37.5 F9 Base Course HMA, 80 Series Compaction in Trench	95	275.04	Ton	\$112.00	\$20,164.48
021	1.5" Mill and Pave 9.5 F9 Top Course HMA, 80 Series Compaction	121	159.58	Ton	\$116.00	\$4,475.28
18-10001-01	Nine Bollards for Protection of Hydrants and Heated Enclosure	0	1	LS	\$6,534.00	\$6,534.00
Total to be Billed in Change Order 1 for Overages						\$38,129.99
Work which will not be billed						
002	Relocate Hydrant (By MCWA)	1	0	EA	\$7,531.67	-\$7,531.67
016	Rock Removal	1	0	CY	\$500.00	-\$500.00
Total Net Change in Contract						\$30,098.32
Net Percent Change from Contract						13%

As demonstrated by the summary in Table 1, the additions and deductions from the Base Bid contract results in a net change of \$30,098.32. The total change in the base contract amount represents an increase of 13%, which is greater than the 10% change order allowed to be executed by the Supervisor for this project.

Therefore, I am requesting that an additional \$7,098.32 be appropriated into account SW.WATRD.8310 2.66 (site development) from fund balance in the Town's consolidated water district to cover the contract overages. Furthermore, I am requesting that FASC recommend that the supervisor be authorized to execute Change Order 1 as attached. The Contract Sum for the project after Change Order 1 will be \$260,098.

Respectfully,



Evert Garcia  
Assistant Engineer

cc: M. Guyon  
P. Parker

5c



Specializing in Excavating, Asphalt Paving, Milling and Heavy Highway

5/16/18

Town of Brighton  
2300 Elmwood Avenue  
Rochester, NY 14618

RE: Landfill Watermain Extension Project

Enclosed is the Change Order #1 Request for the Brighton Landfill Watermain Extension Project for the over-run of material quantities and the extra work requested by the Town of Brighton.

Due to the differing soil conditions of the project, the watermain trench was wider than anticipated. The Watermain trench was wider than anticipated because the existing road down to the Landfill was built on large stones ( $\frac{1}{2}$  CY – 1 CY). When excavating the road, the trench would collapse due to the ground conditions. The large stones were typically within the first three feet of excavation. This was the situation for the watermain trench throughout the entire asphalt drive.

The Test Pits recorded by CME Associates provided via Addendum #2 did not record these ground conditions. Our team installed additional Crusher Run and Asphalt Base to ensure the stability of the ground and road conditions after the removal of the large stones.

Attached is the Change Order No. 1 showing the increases in materials for the Brighton Landfill Watermain Extension Project as well as the extra work requested by the Town to install Nine Bollards for the protection of the Hydrants and Heated Enclosure for the RPDA assembly.

Regards,

Hunter M. Nelson  
Project Manager

425 Old Macedon Center Road • Fairport, New York 14450  
Phone: (585) 223-7697 • Fax: (585) 223-7787  
Email: [vci@villagerci.com](mailto:vci@villagerci.com)  
Equal Employment Opportunity Employer

CHANGE  
ORDER

AIA DOCUMENT G701

OWNER ☒  
ARCHITECT ☐  
CONTRACTOR ☐  
FIELD ☐  
OTHER ☐

5d

PROJECT: Town of Brighton Landfill Watermain Extension  
TO CONTRACTOR: Villager Construction, Inc.  
425 Old Macedon Road  
Fairport, NY 14450  
CHANGE ORDER NUMBER: 1  
DATE: 5/29/2018  
ARCHITECT'S PROJECT NO.:  
CONTRACT DATE: 4/13/2018  
CONTRACT FOR: Construction of Landfill Watermain and associated appertunances.

The Contract is changed as follows:

Installation of additional crusher run material and asphalt base to ensure stability of ground and road conditions due to unforeseen sub-soil conditions. Additionally, this Change Order includes the costs to furnish and install concrete bollards as requested by Town Staff for the protection of appertunances associated with the Landfill Watermain Project. Furthermore, Items 002 (Relocate Hydrant) and 016 (Rock Removal) will no longer be billed as part of the Original Contract Sum.

Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum) (Guaranteed maximum Price) was	\$230,000.00
Net change by previously authorized Change orders	\$0
The (Contract Sum) (Guaranteed maximum Price) prior to this Change order was	\$230,000.00
The (Contract Sum) (Guaranteed maximum price) will be (increased)	
by this Change Order in the amount of (See Villager Change Order Request 1)	\$38,129.99
The (Contract Sum) (Guaranteed maximum price) will be (decreased)	
by this Change Order in the amount of (See Villager Change Order Request 1)	(\$8,031.67)
The new (Contract Sum) (Guaranteed maximum Price) including this Change order will be	\$260,098.32

The Contract Time will be (unchanged) by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is Unchanged

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

ARCHITECT

Address

BY

DATE

CONTRACTOR

Address

BY

DATE

OWNER

Address

BY

DATE

Villager Construction  
425 Old Macedon Ctr Rd  
Fairport, NY 14450  
5/31/18

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\*LIVE\* Town of Brighton \*LIVE\*

## Expense Ledger Detail Listing

From Date: 1/1/2018 - To Date: 5/31/2018

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Budget	Encumbrance	Actual
G/L Account Number: SW.WATRD.8310.2.66 Site Development						Fiscal YTD:	\$0.00	\$0.00	\$0.00
3/29/2018	2018-00000748	BA	GL	landfill water main - Villager Construction	Reso#2 3-28-18		\$253,000.00		
Month Total: March 2018							\$253,000.00	\$0.00	\$0.00
4/30/2018	2018-00000754	EA	PO	Purchase Order Post	Purchase Orders			\$230,000.00	
Month Total: April 2018							\$0.00	\$230,000.00	\$0.00
5/15/2018	2018-00000893	JE	AP	A/P Invoice Entry	Accounts Payable				\$221,968.33
5/15/2018	2018-00000894	EA	AP	A/P Invoice Entry	Accounts Payable			(\$221,968.33)	
Month Total: May 2018							\$0.00	(\$221,968.33)	\$221,968.33
Account Total: Site Development							\$253,000.00	\$8,031.67	\$221,968.33
Sub-Department Total: Water District Admin							\$253,000.00	\$8,031.67	\$221,968.33
Department Total: Consolidated Water Dist							\$253,000.00	\$8,031.67	\$221,968.33
Fund Total: Consolidated Water Dist							\$253,000.00	\$8,031.67	\$221,968.33
Grand Total:							\$253,000.00	\$8,031.67	\$221,968.33

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# Balance Sheet

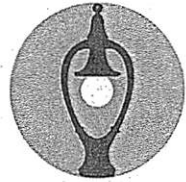
Through 05/31/18

Detail Listing

Include Rollup Account/Rollup to Account

Account	Account Description	Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category	Governmental Funds				
Fund Type	Special Revenue Funds				
Fund	SW - Consolidated Water Dist				
	ASSETS				
201					
201.10	Savings Account at BofA	.00	729,443.86	(729,443.86)	(100.00)
201.20	Savings Account at Chase	283,170.18	.00	283,170.18	+++
201.40	Savings Acct-Key Bank	134,094.94	.00	134,094.94	+++
201.50	Savings Acct Canandaigua	123,616.69	.00	123,616.69	+++
	201 - Totals	\$540,881.81	\$729,443.86	(\$188,562.05)	(25.85%)
	ASSETS TOTALS	\$540,881.81	\$729,443.86	(\$188,562.05)	(25.85%)
	LIABILITIES AND FUND EQUITY				
	LIABILITIES				
520	Prior Yr Encumbrance Cntl	23,194.30	23,194.30	.00	.00
610	Retainage Payable	22,196.83	.00	22,196.83	+++
	LIABILITIES TOTALS	\$45,391.13	\$23,194.30	\$22,196.83	95.70%
	FUND EQUITY				
822	Prior Yr Reserve Enclm	(23,194.30)	(23,194.30)	.00	.00
878					
878.WATER	Capital Reserve-WaterDist	134,094.94	134,094.94	.00	.00
	878 - Totals	\$134,094.94	\$134,094.94	\$0.00	0.00%
909	Unreserved Fund Balance	595,348.92	595,348.92	.00	.00
	FUND EQUITY TOTALS Prior to Current Year Changes	\$706,249.56	\$706,249.56	\$0.00	0.00%
	Prior Year Fund Equity Adjustment	.00			
	Fund Revenues	(19,241.29)			
	Fund Expenses	230,000.17			
	FUND EQUITY TOTALS	\$495,490.68	\$706,249.56	(\$210,758.88)	(29.84%)
	LIABILITIES AND FUND EQUITY TOTALS	\$540,881.81	\$729,443.86	(\$188,562.05)	(25.85%)
Fund	SW - Consolidated Water Dist Totals	\$0.00	\$0.00	\$0.00	+++
Fund Type	Special Revenue Funds Totals	\$0.00	\$0.00	\$0.00	+++
Fund Category	Governmental Funds Totals	\$0.00	\$0.00	\$0.00	+++
	Grand Totals	\$0.00	\$0.00	\$0.00	+++

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Town of  
**Brighton**

lea  
**Public Works Department**

Commissioner of Public Works – Tim Keef, P.E.

Michael Guyon,  
P.E.  
Town Engineer

May 31, 2018

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

Re: Monroe Avenue GIGP  
Interpretive Signage  
Vendor Award

Dear Councilperson DiPonzio and Committee Members:

Quotes for the Monroe Avenue GIGP interpretive signage were received on May 2, 2018. We contacted three vendors and three plan distribution firms. We received three quotes from Fossil Industries, Cooper Sign Co. and ID sign systems. The quotations are summarized in Table - 1

Table - 1

Item No.	Description	Quantity	Unit	ID Sign Systems		Cooper Sign Co.		Fossil Industries	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
Sign No. 1	Allens Creek Watershed	1	Ea	\$ 795.00	\$ 795.00	996.67	996.67	292.56	292.56
Sign No. 2	Allens Creek Watershed Runoff Improvements	1	Ea	\$ 795.00	\$ 795.00	996.67	996.67	292.56	292.56
Sign No. 3	Buckland Creek Watershed	1	Ea	\$ 795.00	\$ 795.00	996.67	996.67	292.56	292.56
Sign No. 4	Buckland Creek Watershed Runoff Improvements	1	Ea	\$ 795.00	\$ 795.00	996.67	996.67	292.56	292.56
Signs No. 5 - 8	Green Transit Improvements	4	Ea	\$ 695.00	\$ 2,780.00	996.67	3986.65	135.56	542.24
Sign No. 9	Watershed Divide	1	Ea	\$ 1,695.00	\$ 1,695.00	996.67	996.67	1068.52	1068.52
Total =					\$ 7,655.00	Total =	\$ 8,970.00	Total =	\$ 2,781.00

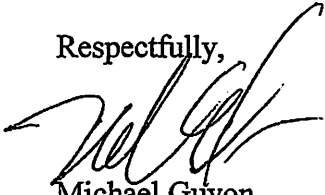
Fossil Industries provided the low quote of \$2,781.00. Staff reviewed the quotes for completeness and accuracy and confirmed that the quote provided by Fossil Industries was representative of the information presented in the quote solicitation.

I am requesting that FASC recommend that the Town Board award the quote to fabricate and deliver the interpretive signage for the Monroe Avenue GIGP project to the low, responsible and responsive firm, Fossil Industries for a cost not to exceed \$2,781.00. I further recommend that the Supervisor be authorized to execute any necessary change orders that do not collectively exceed ten percent, \$278.10 of the awarded quoted price for a total price of \$3059.10.



As always, thank you for your consideration. I will be in attendance at your regularly scheduled June 6, 2018 meeting in the event that you have any questions regarding this matter.

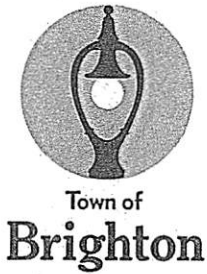
Respectfully,

A handwritten signature in black ink, appearing to read 'Michael Guyon', written over the word 'Respectfully,'.

Michael Guyon  
Town Engineer

Attachment

cc: P. Parker



7  
Public Works  
Department

Mike Guyon, P.E.  
Commissioner of Public  
Works

May 31, 2018

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

Re: Facilities Laborer Position

Dear Councilperson DiPonzio and Committee Members:

Laura [REDACTED] announced that she intends to retire starting June 7, 2018. We wish Laura the best of luck in her new adventure. I would like to inform the FASC that we are beginning our search to fill the vacant laborer position created by Laura's retirement. The salary/wage schedule for this position shall be consistent with Non-Represented Employee Group 1 Laborer Step 1 salary requirement or \$15.98 per hour. It is anticipated that the full time laborer position will work approximately 35 hours per week.

Prior to Laura's retirement announcement the Facility Group hired a part time temporary laborer to assist with the operation and maintenance of the Town Hall complex. The part time temporary laborer position will be vacated prior to filling the full-time laborer position.

We will return to this board upon selection of a candidate to fill this position. I will be in attendance at your regularly scheduled June 6, 2018 meeting in the event that you have any questions regarding this matter.

Respectfully,

Michael E. Guyon, P.E.  
Town Engineer

cc: Supervisor Moehle  
P. Parker  
G. Donofrio