

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

**Meeting Date: Wednesday August 1, 2018 (8:00 a.m.)
Location: Stage Conference Room, Brighton Town Hall**

1. Approval of Minutes – Receive and file minutes of the July 18th and July 20th, 2018 meetings.
2. CIP review continued: Continue review of the CIP 2019 – 2021 requests:

Information Systems (IT)	Finance
Assessor	Police/Animal Control
Parks	Recreation
Library	Ambulance District
Sidewalk District	

3. Retirement of Police Sergeant (Police Dept.) – Communication from Police Chief Mark Henderson accepting, with regret, the retirement of Police Sergeant David Molisani effective August 18, 2018 (see letter from M. Henderson).
4. Appointment to vacant position of Office Clerk IV (permanent part-time) in the Police Department (Police Dept.) – Request from Chief Henderson to authorize an appointment for the permanent part-time position of Office Clerk IV in the Police Department which became unexpectedly vacant. The appointment will be effective on August 13th, 2018, at an hourly rate of \$14.40. There will be a 52 week probationary period (see letter from M. Henderson).
5. Use of Forfeited Funds to purchase Evolis Radar Speed Sign and related budget modification (Police Dept.) – Request from Chief Henderson to purchase two (2) Evolis mobile radar speed signs and bi-directional traffic data collection units. Proposed funding for this purchase will be via the “Proceeds of Forfeited Property”. The budget will be amended to appropriate \$6,000 to account A.POLC.3120.2.17 with a reduction in the same amount from the reserve account A.889.JSTCE (see letter from M. Henderson).
6. Approve Agreements for professional services for the Annual Rabies Clinic (Police Dept.) – Request from Chief Henderson for Town Board action to authorize the Supervisor to enter into agreements for professional services for two veterinarians (\$60/hour each) and two veterinary technicians (\$25/hour each) for the services to be performed on Saturday, October 6, 2018 at the annual Rabies Clinic. Total of all contracts will not exceed \$510. Funding is available in the Animal Control Budget (see letter from M. Henderson).

7. Authorize contract extension with Waste Management of New York (Public Works Dept.) – Request from Chad Roscoe for Town Board action to approve and authorize the Supervisor to execute a contract extension amendment with Waste Management for refuse and recycling services provided to the Refuse Districts. The increase will be at a rate of \$2.12% (\$208.04 to \$212.45 annually) and is permitted within the contract (see letter from C. Roscoe).
8. Authorize going to bid for Tree Maintenance and Removal Services for the remainder of 2018 (Public Works Dept.) – Request from Chad Roscoe for Town Board approval to solicit bids for Tree maintenance and removal services for the Town of Brighton for the remainder of the 2018 calendar year. Our current supplier of these services cannot commit to any of the proposed work for the Town (see letter from Chad Roscoe).
9. Budget Transfer for funds needed to purchase a mobile column vehicle lift (partially funded by 2018 CIP) (Highway Dept.) – Request from Tim Anderson for Town Board action to transfer funds with in the Highway (D) Fund totaling \$12,931 to allow for the purchase of a mobile lift rather than a fixed lift. It was determined that due to some infrastructure issues in the garage area the mobile unit was a better solution than the traditional lift (see letter from T. Anderson).
10. Authorize change order #2 with Spin-Rite, Inc. contract and amend budget for consolidated sidewalk district (Public Works Dept.) – Request from Mike Guyon for Town Board action to approve change order #2 with Spin-Rite, Inc. in the amount of \$1,167.85 for the Over/Under unit costs for the 2017 replacement program. Funds are available in Fund balance (SK.909) as \$2,082 was left over from the previous year. Funds to be appropriated to SK.SWLKD.5411.2.65 (see letter from M. Guyon).
11. Appointment to vacant position of Office Clerk IV / Reception Desk (permanent part-time) in the Town Clerk's Office (Town Clerk) – Request from Town Clerk Dan Aman for Town Board action to approve an appointment, effective August 9th, 2018, for the permanent part-time position of Office Clerk IV Reception Desk in the Town Clerk's Office filling a vacancy as a result of a retirement. Salary to be set at Group III, Step 1 (hourly rate of \$14.40) of the Town of Brighton's Part-Time Permanent and Seasonal Employee Wage Schedule. There will be a 52 week probationary period (see letter from D. Aman).

The **next regularly scheduled meeting of the FASC will be held on WEDNESDAY, August 15, 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 TIME AS PER THE SUMMER SCHEDULE****



Town of Brighton

POLICE DEPARTMENT
2300 Elmwood Avenue
Rochester, New York 14618-2196



Mark T. Henderson
Chief of Police

Emergency 911
Administrative (585) 784-5150
Fax: (585) 784-5151

July 18, 2018

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

RE: Retirement of Sergeant David Molisani

Dear Board Members:

I received notice from Sergeant David Molisani that he is retiring from the Brighton Police Department, effective August 18, 2018. Sergeant Molisani has served with distinction since July 15, 1989.

During the course of his career, Sergeant Molisani has made significant contributions to the police department and to the community. Sergeant Molisani was instrumental in the Bike Rodeo.

It is with regret that I recommend the acceptance of Sergeant David Molisani's retirement from the Brighton Police Department, effective August 18, 2018. I know that we all wish David and his family success and happiness in his retirement and future endeavors.

Respectfully,

Mark T. Henderson
Chief of Police

Attachment

xc: Tricia Van Putte, Director of Personnel
Daniel Aman, Town Clerk
Paula Parker, Director of Finance



Town of Brighton

POLICE DEPARTMENT
2300 Elmwood Avenue
Rochester, New York 14618-2196



Bb

Mark T. Henderson
Chief of Police

Emergency 911
Administrative (585) 784-5150
Fax: (585) 784-5151

July 18, 2018

Chief Mark Henderson:

I am announcing my retirement, effective August 18th, 2018.

It is with mixed emotions because I will miss the job dearly. For me, there is nothing more gratifying than helping people and teaching our newest troupes the job. Being a police officer is my passion and I do not think I'll ever be able to replace the camaraderie that I had with the troops.

38 years of service flew by for me and now it's time to dedicate myself to my family and friends.

What I'll miss the most is working side by side with the great group of troops that we have here at BPD.

There is little that compares to getting the job done as a team. I'm so proud and honored to be part of the BPD family.

I want to thank everyone that gave me support over the years.

Sincerely,
David Molisani



Town of Brighton

POLICE DEPARTMENT
2300 Elmwood Avenue
Rochester, New York 14618-2196



Mark T. Henderson
Chief of Police

5a
Emergency 911
Administrative (585) 784-5150
Fax: (585) 784-5151

July 24, 2018

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

RE: Use of Forfeited Funds to purchase two portable Evolis Radar Speed Sign and bi-directional traffic data collection units.

Dear Board Members:

I would like to purchase two Evolis mobile Radar Speed Sign and bi-directional traffic data collection units. The signs will be used as traffic calming tools that provide data collection and instant feedback capability.

I propose that the "Proceeds of Forfeited Property" be used to fund this request. I have consulted with the United States Attorney's Office and they concur that the use of seized forfeiture asset funds for this purpose is an appropriate use. I request that appropriations in account **A.POLCE.3120 2.17** Law Enforcement Equipment be increased by an amount not to exceed \$6,000.00. The total expenditure of \$6,000.00 will be fully supported with the use of Forfeited Property account **A.889.JSTCE**.

Respectfully,

Mark T. Henderson
Chief of Police



5b

06309

Elan City Inc.
10-34 44th Drive
Long Island City, NY 11101
(646)878-6259
sales@elancity.net
www.elancity.net

RE: Evolis RSS Twin Pack Special: Only \$5,499 for 2 Solar-Mobile or Ultra-Mobile packs!

Dear Chief Henderson,

Does your community have a speeding problem? Do you receive a lot of complaints from neighborhoods requesting police enforcement or traffic calming measures regarding excessive speeding? Are you looking for traffic calming solutions without increasing valuable manpower?

The Evolis Radar Speed Sign, from Elan City, is your solution! Within a dense market of radar speed signs, the Evolis RSS stands apart, unrivaled in quality, features and value, attested by **8,000+ satisfied customers** and **13,000+ units installed worldwide!**

Ingeniously designed for easy portability and maximum efficiency, the pole-mounted Evolis Radar Speed Sign is the ideal traffic-calming tool for any traffic scenario and environment. The radar's high visibility enabled by the 3 rows of ultra-bright, tri-color LEDs combined with the simultaneous display of programmable messages, helps correct driver behavior with an **average decrease of 25% in overall speed!**

The portable Evolis RSS is provided as a full option package, including all the necessary power accessories for your choice of either battery-operated or solar power. And at no additional cost, each Evolis RSS comes equipped with **bi-directional traffic-data collection** and intuitive traffic analysis software, with **NO subscription fees** and **FREE** software updates! This sophisticated service elevates Elan City's Evolis Radar Speed Sign from a highly effective traffic calming device to **an indispensable ally in speed infraction prevention and enforcement.**

There has never been a better time to **invest in your community's safety** than now with our Twin Pack Special! For the price of one RSS elsewhere, get **TWO** of the best radar speed signs on the market! Available on both the Solar-Mobile and the Ultra-Mobile Evolis RSS packs!

**TWIN PACK SPECIAL! TWO full-option Evolis RSS packages for only
\$5,499!**

Or just \$2,999 for one pack!

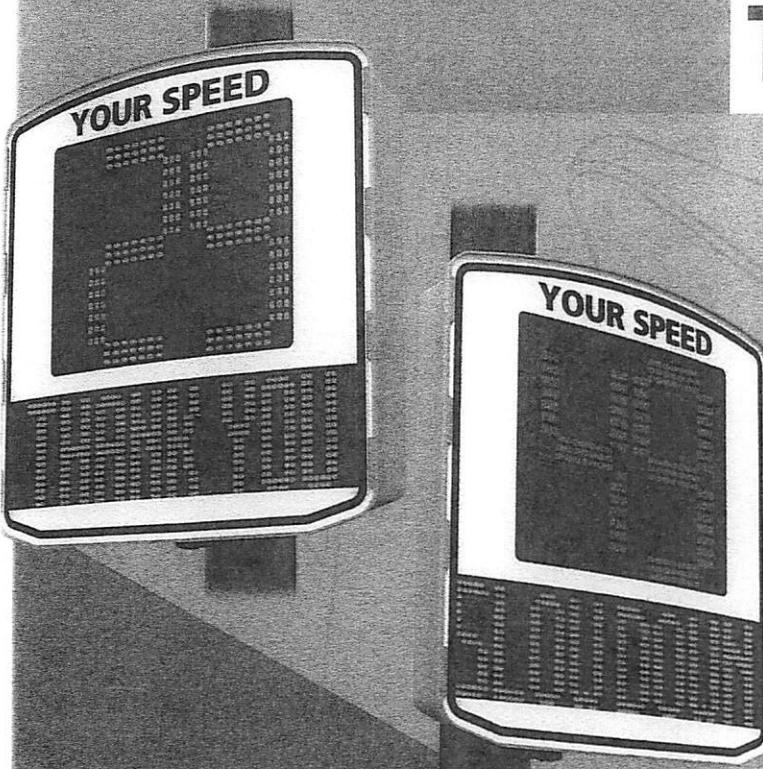
Go to www.elancity.net, click on "GET A QUOTE" and enter promo code: **TWIN18**

Don't miss out on this limited-time offer and give your community the best while saving the most with TWO Evolis Radar Speed Signs! We look forward to hearing from you soon!

Best regards,
The Elan City team

THE EVOLIS

RADAR SPEED SIGN



ElanCity

DETECT INFORM SECURE

5c

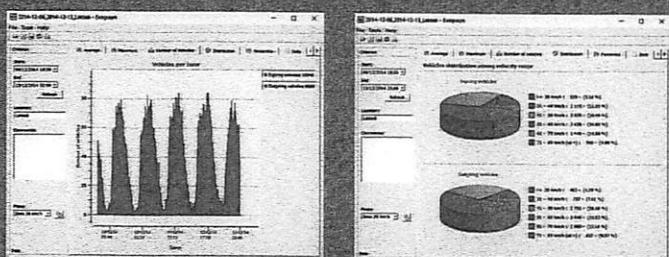
TWIN PACK SPECIAL

ONLY
\$5,499 for TWO

**Solar-Mobile or Ultra-Mobile
EVOLIS Radar Speed Sign Packages !**

Or **\$2,999 for one**

(Limited Time Offer)



**8,000+ SATISFIED
COMMUNITIES**

**Traffic Data Collection & Software
INCLUDED FOR FREE
with NO subscription fees EVER !**

GET A QUOTE!

 www.elancity.net

Promo Code: TWIN18



SCHOOLZONE



URBAN



RURAL



TOWN ENTRY



ROAD WORKS



HIGHWAY



AIRPORT



INDUSTRIAL

How will your community benefit from an EVOLIS Radar Speed Sign?

- Decrease in average speed by 25% or more where installed
- Increase in driver's overall awareness through visual engagement with the Evolis RSS
- By securing dangerous traffic zones without deploying additional manpower
- By optimizing your enforcement actions with the traffic data collection and analysis software

What makes the EVOLIS RSS the BEST on the market?

- High visibility enabled by 3 rows of ultra-bright, tri-color, LEDs!
- Superior Doppler Radar technology for extended vehicle detection range (1,000+ feet!)
- Bi-directional traffic data collection and analysis software included : NO subscription fees and FREE updates for life!
- Entirely customizable messages (examples : Thank You, Slow Down, Fine \$175, etc.)
- School-Zone / Timer-Mode : Alternates speed threshold and messages at selected hours
- Stealth-Mode for comparative data analysis
- Only 19lbs and designed for easy portability and product longevity, constructed from robust ABS Molded Injected Resin
- Aesthetic urban furniture, ingeniously designed to simplify installation, set up and general usage
- All-inclusive packages at very affordable prices
- Excellent customer service and tech support!

WHY COMMUNITIES LOVE THE EVOLIS FROM ELAN CITY:

"After 60 days of being deployed I am very happy to report that I have not received one complaint from these areas in regards to speeding. I was able to program the signs to display warning messages in alternating colors and could not be happier with the results. The price and features of these signs are budget friendly and I would not hesitate recommending these signs to anyone looking for a radar sign." Chief of Police - Shad Prichard, Hollywood Park PD, Texas

"My technicians had no troubles setting up the software and if any questions came up, an Elan City technician was a phone call away. Working with the customer service folks was easy and they were able to fit us with the perfect sign setup to meet our needs and financial issues along the way. So far the signs have been up for several weeks and we've got raving reviews from the local neighborhood. They are very happy with the product supplied by Elan City. For me, the best feature is the flexibility of how the speeds are set and which colors flash. I would definitely recommend these signs and will be looking for areas to install these in the future." Public Works Director - Josh Patrick, Chelan County DPW, Washington

"The Mayor and I have received numerous compliments about the signs and residents are asking about placing more of them in their neighborhoods where speeding is a problem !" Chief of Police - Ralph Dawe, Scottsboro PD, Alabama

STANDARD PACK FEATURES :

- 28"x28" Evolis Radar Speed Sign & Mounting Equipment (pole and pole straps not included)
- Highly visible 14" speed digits: 3 rows of tri-color LEDs
- Customizable Message Display
- Bi-Directional Traffic Data Collection + Comprehensive Data Analysis & Configuration Software
- FREE Updates & NO Subscription Fees!
- Bluetooth® + Smartphone App
- 2 Year Warranty
- Solar-Mobile Pack includes: 80W Solar Panel & Fixation, 2 x Batteries (12V/22AH), and 1 Mounting Bar
- Ultra-Mobile Pack includes: 4 x Batteries (12V/22AH), 1 External Battery Charger and 2 x Mounting Bars

The EVOLIS, on the road to a safer community...



(646) 878-6259



www.elancity.net

Elan City Inc.
10-34 44th Drive
Long Island City, NY, 11101



Town of Brighton

POLICE DEPARTMENT

2300 Elmwood Avenue
Rochester, New York 14618-2196



Mark T. Henderson
Chief of Police

Emergency 911
Administrative (585) 784-5150
Fax: (585) 784-5151

July 25, 2018

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

Re: Annual Rabies Clinic

Dear Board Members:

I recommend that the Supervisor be authorized to execute an agreement for professional services between the Town of Brighton and two veterinarians, as well as two veterinary technicians, for veterinary and related services to be performed at our annual Rabies Clinic on Saturday, October 6, 2018.

The terms and rates for the services provided pursuant to this agreement are unchanged from last year, with a total amount for services not to exceed \$510.00. There is sufficient funding in the 2018 Animal Control budget to support this request.

Thank you for your consideration. I would be happy to answer any questions you may have regarding this request.

Respectfully,

Mark T. Henderson
Chief of Police



Town of Brighton

POLICE DEPARTMENT

2300 Elmwood Avenue
Rochester, New York 14618-2196



Mark T. Henderson
Chief of Police

66
Emergency 911
Administrative (585) 784-5150
Fax: (585) 784-5151

To: Chief Mark Henderson
From: Bruce G Blackman AC Supervisor
Re: Rabies Clinic
Date July 24, 2018

The Monroe County Health Department once again is sponsoring free Rabies Clinics for New York State Residents. I would like the Town of Brighton to host one of these clinics as we have done for the past 24 years.

I have tentatively scheduled this year's clinic for Saturday October 6, 2018 from 10 AM to 12 PM to be held at the Brighton Police Department pending approval from yourself and the Town Board.

I have a draft of the contract updated to reflect this year's event. No increase of cost from the previous years is present.

If approved I will obtain the names and data of the personnel from Pittsford Animal Hospital and continue the process as in the past.

Thank you for your time in this matter

Bruce G Blackman, ACO Supervisor

XC Captain DeSain

6c

D R A F T

A G R E E M E N T

THIS AGREEMENT, made this _____ day of _____, 2018, by and between the Town of Brighton, a municipal corporation, with offices at 2300 Elmwood Avenue, Rochester, New York 14618, hereinafter referred to as the "Town", and (NAME), with offices at (or residing at) (address) hereinafter referred to as the "Contractor".

W I T N E S S E T H

WHEREAS, the Town of Brighton is desirous of obtaining the services of the Contractor to perform the scope of services set forth in Section 1 hereof; and

WHEREAS, the contractor is willing, able and qualified to perform such services.

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth, the parties hereto mutually agree as follows:

1. The Contractor hereby agrees to perform the following services for the Town of Brighton:

6d

- a. Perform intramuscular immunization of cats and dogs and domesticated ferrets against rabies at clinics to be held at the Town of Brighton Highway Department facilities located at 1941 Elmwood Avenue, Rochester, New York 14620.
- b. Supervise animal handler technicians to assist in restraint of animals for safe immunizations. These animal handlers are direct employees of the Contractor, and will be directly compensated by the Contractor per the payment terms specified in Clause 3.
- c. Sign a certificate of immunization to be provided to each pet owner after the pet is immunized, to be used by the owner for documentation as required within Monroe County for pet licensing by the municipalities.
- d. Vaccine and other supplies will be provided by the County.

2. The term of this agreement shall be from October 6, 2018 to October 6, 2018. This contract may be terminated by the Town of Brighton upon written notice to the Contractor.

3. The Town hereby agrees to pay the Contractor a sum in full satisfaction of all expenses and compensation due the Contractor not to exceed \$60.00 per hour for veterinarian services and 25.00 per hour for animal handlers technician services, total amount not to exceed \$510.00. Said sum shall be paid as follows:

6c

Upon submission of properly completed and executed Town of Brighton claim vouchers for all services rendered. Such voucher shall specify the number of hours of veterinarian services provided, the number of animal handlers technician services provided, and the respective reimbursement amounts due.

Payment by the Town for the sum(s) herein contracted for shall be made upon the submission of properly executed Town of Brighton claim vouchers, supported with such information and documentation necessary to substantiate the voucher, approved by the Chief of Police, or by his/her designee, audited by the Director of Finance of the Town of Brighton, and approved for payment by the Town Board. If this contract is terminated by the Town pursuant to paragraph 2, and Contractor will be paid a pro rata share of the contract amount based upon the proportion of its satisfactory performance of the contract at the time of termination to the total performance required by this contract.

4. Upon the completion of the work required hereunder by the Contractor, title to all work performed shall vest in the Town of Brighton.

5. This contract shall be deemed executory only to the extent of funds available and the Town shall incur no liability beyond the funds annually budgeted therefor.

6. The Contractor agrees that it will not assign, transfer, convey, sublet or otherwise dispose of this contract or its right, title or interest therein, nor any part thereof, nor any monies which are or will become due

and payable thereunder without the prior written consent of the Town of Brighton.

7. The Contractor covenants and agrees that it will conduct itself consistent with its status, and said status being that of an independent contractor, and that is, its employees or agents will neither hold themselves out nor claim to be an officer or employee of the Town of Brighton, nor make claim to any rights accruing thereto, including, but not limited to, Workers' Compensation, unemployment benefits, Social Security or retirement membership or credit.

8. The Contractor agrees that in carrying out its activities under the terms of this Agreement that it shall not discriminate against any person, due to such person's race, color, creed, sex or national origin, and that at all times it will abide by the applicable provisions of the Human Rights Law of the State of New York as set forth in Section 290-301 of the Executive Law of the State of New York.

9. The Contractor agrees to indemnify, defend and hold the Town of Brighton harmless from and against any claims or clauses of action, including reasonable attorney's fees, which may be asserted against the Town or any of its officers and/or employees, and arising out of this Agreement or out of services which the Contractor may perform for the Town pursuant to this agreement.

69

IN WITNESS WHEREOF, the parties hereto have executed this agreement
the day and year first above written.

TOWN OF BRIGHTON

By: William W. Moehle, Supervisor

By: _____

(Print Name)

Fed. I.D. # or Social Security #



Town of
Brighton

Public Works Department

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

7a
Chad Roscoe
Junior Engineer

7/30/2018

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

re: Authorize Amendatory Agreement
Waste Management of New York
Refuse and Recycling Services to the Districts

Dear Councilperson DiPonzo and Committee Members:

At the 9/14/16 Town Board meeting the Board authorized the renewal for refuse and recycling within the Town of Brighton to be done administratively for 2018 and 2019. It is recommend that our agreement with Waste Management of New York be renewed pursuant to the terms of said agreement, under which they will continue to provide refuse and recycling services to our refuse districts for an increased unit price of 2.12% (\$208.04 to \$212.45). The extension to renew, which is permitted within the contract, would be for one year ending December 31, 2019 and is based upon factors such as tipping fees, the cost of fuel and labor, and the CPI. As always, thank you for your consideration. I will be in attendance at your regularly scheduled July 31st meeting in the event that you have any questions regarding this matter.

Sincerely,

Chad Roscoe
Junior Engineer



WASTE MANAGEMENT
1661 Mount Read BLVD
Rochester, NY 14606

July 26, 2018

Mr. Chad Roscoe
Town of Brighton
2300 Elmwood Avenue
Rochester, NY 14618

RE: 2019 Brighton Refuse Districts Refuse Collection

Dear Mr. Roscoe:

Below is the preliminary rate increase information based on the data supplied in the original contract and subsequent years.

Item	Change	% of Contract Price	Weighted Average Adjustment	Information Source for % Change
Disposal	0.00%	35.00%	.00%	Tipping Fee
Fuel	15.00%	5.00%	.75%	Dept of Energy June Report, change in diesel fuel from one year ago.
Labor	1.64%	20.00%	.33%	NYS Dept of Labor, schedule of Prevailing Wage Rates as reported 2018 versus 2017
CPI	2.6%	40.00%	1.04%	Bureau of Labor Statistics, CPI-U, All items, Northeast Urban, June 2018, 12 month change
TOTALS			2.12%	
				Price per Item Per Year
2018 Contract Price				\$208.04
2019 Contract Price per Home per Year				\$212.45
2019 Contract Price per Home per Month				\$17.70

This number will be based on 4,033 units, unless otherwise communicated by the Town to Waste Management.

Please let me know if you have any questions. I can be reached at (617) 590-8229, or via email at jnocella@wm.com.

Sincerely,

James Nocella
Area Director, Public Sector Solutions
New England/Upstate New York
Waste Management of New York, LLC

7c

CPI-All Urban Consumers (Current Series)
12-Month Percent Change

Series Id: CUUR0100SA0,CUUS0100SA0

Not Seasonally Adjusted

Series Title: All items in Northeast urban, all urban consumers, not

Area: Northeast

Item: All items

Base Period: 1982-84=100

Years: 2008 to 2018

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2008	3.9	4.0	3.9	3.9	4.3	5.0	5.7	5.5	5.2	4.0	1.7	0.7	4.0	4.2	3.8
2009	0.5	0.7	0.2	-0.1	-0.8	-1.2	-1.9	-1.2	-0.7	0.2	2.0	2.8	0.0	-0.1	0.2
2010	3.0	2.5	2.6	2.5	2.6	1.7	1.6	1.4	1.2	1.5	1.5	1.6	2.0	2.5	1.5
2011	1.6	2.0	2.5	2.8	3.2	3.4	3.6	3.8	4.0	3.6	3.2	2.9	3.0	2.6	3.5
2012	2.9	2.8	2.5	2.3	1.7	1.5	1.1	1.3	1.7	1.9	1.8	1.8	2.0	2.3	1.6
2013	1.8	2.0	1.5	1.1	1.2	1.5	1.8	1.5	1.1	0.7	1.0	1.3	1.4	1.5	1.2
2014	1.5	1.0	1.5	1.6	2.0	1.9	1.8	1.3	1.2	1.4	0.9	0.4	1.4	1.6	1.2
2015	-0.4	-0.2	-0.4	-0.3	-0.3	0.0	-0.2	-0.1	-0.1	-0.1	0.3	0.5	-0.1	-0.3	0.1
2016	0.7	0.7	0.6	1.0	0.9	0.7	0.8	1.0	1.3	1.6	1.6	1.9	1.1	0.8	1.4
2017	2.5	2.6	2.2	1.9	1.7	1.5	1.3	1.6	1.9	1.5	1.6	1.7	1.8	2.1	1.6
2018	1.6	1.7	2.0	2.1	2.5	2.6									2.1

7d

Back to Contents **Data 5: W Diesel Prices-Ultra-Low**

Sourcekey	EMD_EP2DXL0 _PTE_NUS_DPG		
Weekly U.S. No 2 Diesel Ultra Low Sulfur (0- 15 ppm) Retail Prices (Dollars per Gallon)			
Jun 06, 2016	2.407	Jun 05, 2017	2.564
Jun 13, 2016	2.431	Jun 12, 2017	2.524
Jun 20, 2016	2.426	Jun 19, 2017	2.489
Jun 27, 2016	2.426	Jun 26, 2017	2.465
Jul 04, 2016	2.423	Jul 03, 2017	2.472
Jul 11, 2016	2.414	Jul 10, 2017	2.481
Jul 18, 2016	2.402	Jul 17, 2017	2.491
Jul 25, 2016	2.379	Jul 24, 2017	2.507
Aug 01, 2016	2.348	Jul 31, 2017	2.531
Aug 08, 2016	2.316	Aug 07, 2017	2.581
Aug 15, 2016	2.31	Aug 14, 2017	2.598
Aug 22, 2016	2.37	Aug 21, 2017	2.596
Aug 29, 2016	2.409	Aug 28, 2017	2.605
Sep 05, 2016	2.407	Sep 04, 2017	2.758
Sep 12, 2016	2.399	Sep 11, 2017	2.802
Sep 19, 2016	2.389	Sep 18, 2017	2.791
Sep 26, 2016	2.382	Sep 25, 2017	2.788
Oct 03, 2016	2.389	Oct 02, 2017	2.792
Oct 10, 2016	2.445	Oct 09, 2017	2.776
Oct 17, 2016	2.481	Oct 16, 2017	2.787
Oct 24, 2016	2.478	Oct 23, 2017	2.797
Oct 31, 2016	2.479	Oct 30, 2017	2.819
Nov 07, 2016	2.47	Nov 06, 2017	2.882
Nov 14, 2016	2.443	Nov 13, 2017	2.915
Nov 21, 2016	2.421	Nov 20, 2017	2.912
Nov 28, 2016	2.42	Nov 27, 2017	2.926
Dec 05, 2016	2.48	Dec 04, 2017	2.922
Dec 12, 2016	2.493	Dec 11, 2017	2.91
Dec 19, 2016	2.527	Dec 18, 2017	2.901
Dec 26, 2016	2.54	Dec 25, 2017	2.903
Jan 02, 2017	2.586	Jan 01, 2018	2.973
Jan 09, 2017	2.597	Jan 08, 2018	2.996
Jan 16, 2017	2.585	Jan 15, 2018	3.028
Jan 23, 2017	2.569	Jan 22, 2018	3.025
Jan 30, 2017	2.562	Jan 29, 2018	3.07
Feb 06, 2017	2.558	Feb 05, 2018	3.086
Feb 13, 2017	2.565	Feb 12, 2018	3.063
Feb 20, 2017	2.572	Feb 19, 2018	3.027
Feb 27, 2017	2.577	Feb 26, 2018	3.007
Mar 06, 2017	2.579	Mar 05, 2018	2.992
Mar 13, 2017	2.564	Mar 12, 2018	2.976
Mar 20, 2017	2.539	Mar 19, 2018	2.972
Mar 27, 2017	2.532	Mar 26, 2018	3.01
Apr 03, 2017	2.556	Apr 02, 2018	3.042
Apr 10, 2017	2.582	Apr 09, 2018	3.043
Apr 17, 2017	2.597	Apr 16, 2018	3.104
Apr 24, 2017	2.595	Apr 23, 2018	3.133
May 01, 2017	2.583	Apr 30, 2018	3.157
May 08, 2017	2.565	May 07, 2018	3.171
May 15, 2017	2.544	May 14, 2018	3.239
May 22, 2017	2.539	May 21, 2018	3.277
May 29, 2017	2.571	May 28, 2018	3.288
Average	\$ 2.49		\$ 2.86
Increase \$ YoY	\$ 0.38		
Increase % YoY	15%		



Town of
Brighton

Public Works Department

Commissioner of Public Works – Michael Guyon, P.E.

8
Chad Roscoe
Junior Engineer

7/26/2018

The Honorable Finance and Administrative Service Committee
Town of Brighton
2300 Elmwood Avenue
Rochester, NY 14618

Re: Tree Maintenance & Removal Services

Dear Councilperson DiPonzo and Committee Members:

The Department of Public Works has been trying to schedule routine Tree Maintenance with Terry Tree Service, LLC who is on the Monroe County Contract. Unfortunately their schedule is so full they cannot commit to any of our proposed work. Therefore this department is requesting authorization to prepare bid documents for Tree Maintenance & Removal Services throughout the Town of Brighton for the remainder of 2018 with the option to renew the contract for one additional calendar year, three times (2019, 2020, 2021).

As always, thank you for your consideration. Mike Guyon or I will be in attendance at your regularly scheduled meeting in the event that you may have any questions.

Sincerely,

Chad Roscoe
Junior Engineer

Cc: M. Guyon
P. Parker
T. Anderson



Highway Department

Commissioner of Public Works – Michael Guyon, P.E.

9
Tim Anderson
Deputy Highway
Superintendent

July 26, 2018

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

Re: Transfer of funds: Additional funds to purchase mobile column vehicle lift.

Dear Chairman Diponzo and Committee Members:

The Highway & Sewer departments budgeted funds in 2018 to replace an in-ground small vehicle lift. During a field review with the vehicle lift vendor it was discovered that there are existing underground utility lines and an old abandon oil/water separator that will be in the way for replacing the existing vehicle lift. To avoid these conflicts it was determined to go to a more versatile mobile four column lift. The mobile column lift is expandable to allow for lifting of larger vehicles. The total budgeted amount for a new replacement lift is \$25,000 (67% HWY, \$16,750; 33% Sewer, \$8,250). The cost of the mobile four column lift is \$44,300 (67% HWY, \$29,681; 33% Sewer, \$14,619).

For the Highway portion of the additional cost I recommend that a transfer be approved from the following:

And Highway – Road Repair – Gutters (D. HWY.5110 2.68) in the amount of \$6,000
And Highway – Machinery – Trucks/Vans (D.HWY.5130 2.22) in the amount of \$3,391
And Highway – Snow/Ice Control – Highway Equipment (D.HWY.5142 2.30) in the amount of \$3,000

To the following:

Highway – Machinery – Maintenance Equipment (D.HWY.5130 2.40) in the amount of \$12,931

No transfer of funds are required for Sewer department portion. The Sewer department has sufficient funds in the 200 accounts of SS.SEWER. 8120 to cover the Sewer department portion of the additional cost of \$6,369. I will be available to answer any questions if needed.

Sincerely,
The signature is handwritten in black ink and appears to read "Tim Anderson".
Timothy J. Anderson
Deputy Highway Superintendent

Cc: A. Borsa
P. Parker
M. Guyon
A. Banker



Town of
Brighton

10a
Public Works
Department

Mike Guyon, P.E.
Commissioner of Public
Works

July 27, 2018

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

Re: 2017 Sidewalk Repair Contract
Change Order 2

Dear Councilperson DiPonzo and Committee Members:

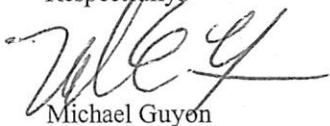
In April of 2017 the Town Board awarded a contract to provide services associated with the 2017 Brighton Consolidated Sidewalk Repair Project to Spin Rite Inc. The contract consisted of repairing both Townwide and District Sidewalks. The total contract amount was \$142,142.50, of which \$128,945.50 was allocated to the District and \$13,197 was apportioned to the Townwide sidewalks. The Town of Brighton and Spin Rite Inc. executed Change Order Number 1 dated April 27, 2017 to increase the sidewalk district spending for an amount not to exceed \$25,750. The total contract amount was increased to \$167,892.50. The total amount budgeted for the project was \$174,600.

At the close of unit price contract such as the sidewalk project it is customary to prepare an Over/Under change order. This change order provides the change in cost for each item. The Over/Under change order for the 2017 Sidewalk Repair project resulted in an additional cost of \$1,167.85. The items with a significant cost differential include, an increase in cost for 5" thick replacement concrete and a reduction in cost of thin form 4" thick concrete. A copy of the over/under spreadsheet is attached for your reference.

Therefore, I am requesting that the FASC authorize the Supervisor to endorse Change Order #2 in the amount of \$1,167.85. This will result in a total contract price of \$169,060.35 which does not exceed the 2017 project budget of \$174,600. However, at the end of 2017 the difference between the contractor agreement and the budgeted amount fell to fund balance. Therefore, we are requesting that the change order amount of \$1,167.85 be appropriated from fund balance.

As always, thank you for your consideration. I will be available at the August 1, 2018 FASC meeting to discuss any questions or comments regarding this matter.

Respectfully,



Michael Guyon

cc: T. Anderson
P. Parker
A. Borsa

Attachment



Public Works Department

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

10b

Town of
Brighton

Michael Guyon, P.E.

Town Engineer

CHANGE ORDER #2

PROJECT TITLE 2017 Town of Brighton Sidewalk Repair Program

DATE: 27-Jul-18

CONTRACTOR: Spin Rite Inc,
30 Bubelbeiss Lane
Rochester NY 14622

CONTRACT CHANGE ORDER NUMBER No. 2

CHANGE IN CONTRACT TIME: 0 Days

DESCRIPTION OF WORK

This change order includes the following addional work performed by the contractor:

Item #	Description of Work	Total Cost
1	Over/Under tabulation to finalize contract quantities, as measured in the field for project close out: this is cause for the following addustment to the contract	\$1,167.85

Adjustment to Sidewalk District Sidewalk Amount = \$1,167.85
Original Sidewalk District Amount = \$128,945.50
Previous Sidewalk District Change Orders = \$25,750.00
Total Sidewalk District Amount = \$155,863.35

Adjustment to Townwide Sidewalk Amount = \$0.00
Original Townwide Amount = \$13,197.00
Total Townwide District Amount = \$13,197.00

ORIGINAL CONTRACT AMOUNT = \$142,142.50
TOTAL ADJUSTED CONTRACT AMOUNT = \$169,060.35
% Change = 19%

The work covered by this change order shall be performed under the same terms and conditions as that included in the original contract. All other terms and conditions of said contract as modified shall remain the same.

APPROVALS

CONTRACTOR

DEPARTMENT OF PUBLIC WORKS

SUPERVISOR

2017 Sidewalk Replacement - Over/Under Quantities

10c

Item No.	Description	Est. Qty.	C.O. 1 Est	Total Est	Unit	Unit Price	Est Unit Cost with CO 1	Total Final	Total Final
			Qty	Qty				Qty.	Cost
100	Replacement Concrete, 5" Thick	13,500	2,670	16,170	SF	\$ 7.00	\$ 113,190.00	18,657	\$ 130,595.50
101	New Concrete Sidewalks, 5" Thick	100		100	SF	\$ 8.00	\$ 800.00	-	\$ -
110	Replacement Concrete, 7" Thick	2,400	580	2,980	SF	\$ 7.50	\$ 22,350.00	2,701	\$ 20,257.50
111	New Concrete Sidewalks, 7" Thick	50		50	SF	\$ 10.00	\$ 500.00	-	\$ -
112	Replacement Concrete Sidewalk, Thin Form 4" Thick	1,400	200	1,600	SF	\$ 6.50	\$ 10,400.00	-	\$ -
113	Hand Removal of Existing Concrete Slabs Over Tree Routes	900	100	1,000	SF	\$ 1.00	\$ 1,000.00	-	\$ -
120	Replacement Concrete Sidewalk, NYS 4" Thick	500		500	SF	\$ 6.40	\$ 3,200.00	375	\$ 2,400.00
121	Replacement Concrete Sidewalk, NYS 6" Thick	200		200	SF	\$ 7.00	\$ 1,400.00	500	\$ 3,500.00
125	Detectable Warning System	80		80	SF	\$ 18.00	\$ 1,440.00	56	\$ 1,008.00
130	Colored and Stamped Concrete	50		50	SF	\$ 10.50	\$ 525.00	-	\$ -
140	Remove and Replace Existing Modular Pavers	50		50	SF	\$ 5.00	\$ 250.00	92	\$ 460.00
150	Haul and dispose of concrete sidewalk rubble	18,000	3,450	21,450	SF	\$ 0.08	\$ 1,716.00	22,233	\$ 1,778.60
200	Protect and Adjust Monuments or Appurtenances	6		6	EA	\$ 100.00	\$ 600.00	2	\$ 200.00
300	Remove Tree Routes and Install Root Control Fabric	60	5	65	Per Tree	\$ 25.00	\$ 1,625.00	61	\$ 1,525.00
400	Asphalt Drive Restoration, Light Duty Section, Including Saw Cuts	2,800	267	3,067	SF	\$ 2.00	\$ 6,134.00	1,934	\$ 3,867.00
410	Asphalt Drive Restoration, Medium Duty Section, Including Saw Cuts	250		250	SF	\$ 4.00	\$ 1,000.00	-	\$ -
450	Non-Asphalt drive reastoration, including saw cuts	100		100	SF	\$ 1.00	\$ 100.00	300	\$ 299.50
500	Lawn Resoration	4,750	1,500	6,250	SF	\$ 0.25	\$ 1,562.50	12,457	\$ 3,114.25
501	Saw Cut Curb		100	100	LF	\$ 1.00	\$ 100.00	55	\$ 55.00
							\$ 167,892.50		

TOTAL ESTIMATED COST WITH CO 1

FINAL TOTAL DISTRICT AND TOWN COSTS

\$ 169,060.35

TOTAL FINAL COST

\$ 1,167.85

OVERAGE

Original Contract =

\$142,142.50 CO 1 = \$25,750 Contract to date = \$167,892.50

Over	Under
\$ 17,405.50	\$ 800.00
	\$ 2,092.50
	\$ 500.00
	\$ 10,400.00
	\$ 1,000.00
	\$ 800.00
\$ 2,100.00	\$ 432.00
	\$ 525.00
\$ 210.00	
\$ 62.60	
	\$ 400.00
	\$ 100.00
	\$ 2,267.00
	\$ 1,000.00
\$ 199.50	
\$ 1,551.75	
	\$ 45.00
\$ 21,529.35	\$ 20,361.50

Net Overage \$ 1,167.85