

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

**Meeting Date: Wednesday, June 19, 2019  
Location: Stage Conference Room, Brighton Town Hall**

1. Approval of Minutes – Receive and file minutes of the June 5, 2019 meeting.
2. Budget Transfer for emergency tree removals (Public Works): - Request from Mike Guyon for Town Board action to transfer \$10,000 from the contingency account (A.UNDST.1990.4.90) to the Tree Replacement account (A.DPW.8560.4.43). Funds will be used for emergency, unplanned, unbudgeted tree removals (see letter from M. Guyon).
3. Clean Sweep 2019 Program Sponsorships: – Request from Paula Parker for Town Board action to accept sponsorships of cash and in-kind services for the 2019 Clean Sweep Program totaling \$3,110.55 (see letter from P. Parker).

The next regularly scheduled meeting of the FASC will be held on **WEDNESDAY, JULY 3<sup>TH</sup>, 2019 at 8:30 a.m.** in the Stage Conference Meeting Room of the Brighton Town Hall. All members of the public are invited to attend FASC meetings.

**\*\*AS PER THE REGULAR SCHEDULE\*\***

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



Town of  
**Brighton**

*2*  
**Public Works**  
**Department**

**Mike Guyon, P.E.**  
Commissioner of Public  
Works

June 17, 2019

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

Re:     Emergency Tree Removal  
Transfer of Funds

Dear Councilperson DiPonzo and Committee Members:

In September of 2018 the Town awarded the tree maintenance and removal services contract to Birchcrest Tree and Landscape Inc. The Birchcrest Tree and Landscape Inc., tree removal unit prices are significantly higher than those in the Monroe County contract which were utilized to develop the 2019 tree maintenance and removal services budget during the Capital Improvement Plan process. Therefore, there is not sufficient funds in account A.DPW.8560 4.43 to perform emergency tree removals. We are requesting that FASC recommend that the Town Board authorize the transfer of \$10,000 from the contingency account A.UNDST.1990 4.90 to account A.DPW.8560 4.43 to fund emergency tree removal.

I will be in attendance at your regularly scheduled June 19, 2019 meeting in the event that you have any questions regarding this correspondence. As always, your consideration of matters such as this is greatly appreciated.

Respectfully,

Michael E. Guyon  
Department of Public Works

Cc     Bridget Monroe  
Paula Parker  
Tim Anderson

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## Finance Department

Paula Parker  
Director of Finance

June 18, 2019

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

### **Re: Acceptance of Cash and In-Kind Sponsorships – 2019 Clean Sweep**

Dear Board Members:

I am recommending that Your Honorable Body accept the attached sponsorships of cash and in-kind services for the Clean Sweep event held on May 11, 2019. A total of \$2,100 was received in cash support and \$1,010.55 as in-kind support (see attached lists for complete details). The estimated total expenditures for the 2019 Clean Sweep Program are approximately \$3,110.55.

I will 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

Cc: R. Wilt, Councilmember and Event Coordinator

Attachment: Cash & In-Kind Sponsor Listings

Y:\Clean Sweep\2019\06 18 2019 Clean Sweep Donation acceptance letter.docx

**2019 CLEAN SWEEP INKIND DONATIONS RECEIVED AS OF 5/31/2019**

Organization	Amount
Delta Labs	134.55 for 500 Garbage Bags valued at \$19.5/56 Bags
Bagel Land	144 in approximate value for 16 dozen bagels
Starbucks	72 in Approximate Value for Four (4) Take-out Coffee Cartons (Regular), Coffeee Creamer, Sugar and Stirrers
Tops Markets	250 in Approxiate Value for Ten (10) Dozen Donuts, Four (4) Gallons of Orange Juice, 4 Dessert Trays
Wegmans	200 in Approximate Value for 48 Submarine Sandwiches (cut in half), Condiments and Utensils
Mark's Pizzeria	Discount given on 14 party pizza's (estimated \$210)
<b>INKIND DONATION/SPONSORSHIP TOTAL</b>	<b>\$1,010.55</b>

**2019 CLEAN SWEEP CASH DONATIONS RECEIVED AS OF 5/31/2019**

BRIGHTON FIRE DEPARTMENT	\$200.00
CANANDAIGUA NATIONAL BANK	\$200.00
BRIGHTON ROTARY CLUB	\$200.00
ROSELAWN NEIGHBORHOOD ASSOCIATION, INC.	\$200.00
BRIGHTON CHAMBER OF COMMERCE	\$200.00
THE SUMMIT FEDERAL CREDIT UNION/TEACHER'S ASSOC.	\$250.00
BRIGHTON VOLUNTEER AMBULANCE	\$200.00
MICROWORX DIRECT, INC.	\$200.00
WASTE MANAGEMENT	\$350.00
JAMIE ROMEO	\$100.00
<b>CASH SPONSORSHIP TOTAL</b>	<b>\$2,100.00</b>
<b>GRAND TOTAL</b>	<b>\$3,110.55</b>

