

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

Meeting Date: Tuesday, February 15, 2022 (3:30 p.m.)

Location: Auditorium, Brighton Town Hall

1. Approval of Minutes – Receive and file minutes of the February 1st, 2022 meeting.
2. Accept Grant Award for 2022 from Justice Court Assistance Program (JCAP) in the amount of \$11,210.98 (Justice Court) – Request from Lisa Pavlovych for Town Board action to accept the grant award from JCAP in the amount of \$11,210.98 to refurbish Judge Morris' courtroom walls and purchase a secured cell phone and key locker. Further approval to amend the 2022 budget as follows:
 - Increase revenue account: A.JSTCE.1110.3390 (NYS Aid)
 - Increase expense account: A.JSTCE.1110.2.60 (Facility Improvements)by the grant aware amount of \$11,210.98 (see letter from L. Pavlovych).
3. Approve agreement with Austin Spencer Collision for vehicle repair services for 2022 with three-year renewal option (Police Dept.) – Request from Chief David Catholdi for Town Board action to award a contract to Austin Spencer Collision for vehicle repairs to for the Town of Brighton. This contract will be effective January 1, 2022 thru December 31, 2022 at an hourly rate of \$48 for vehicle repairs (plus parts). Austin Spencer did submit the lowest hourly rate along with Hawk Frame & Axle, Inc. However, the award not only based on rate, but also location, and past performance all of which have been satisfactory and the department wishes to continue its relationship with Austin Spencer (see letter from D. Catholdi)
4. Approve Use of Forfeited Funds for purchase of GPS Fleet Management Program via Verizon Connect for a period of three years (Police Dept.) – Request from Chief David Catholdi for Town Board action to approve a contract with Verizon Connect for fleet management services. The monthly fee will be \$18.95 per vehicle (\$17.45 monthly service fee plus \$1.50 per month per unit for the installation fee) and will be funded for a three year period by Forfeited Funds. Also requested is Board action to authorize the amendment of the 2022, 2023 and 2024 budgets by increasing expense account A.POLCE.3125.4.49 contracted services by \$3,500 from Forfeited Property account S.889.JSTCE (see letter from D. Catholdi).
5. Approve service contract with Verizon Connect for GPS Fleet Management Program (Highway Dept.) – Request from Mike Guyon for Town Board action to approve a contract with Verizon Connect for fleet management services. The monthly fee will be \$18.95 per vehicle (\$17.45 monthly service fee plus \$1.50 per unit for the roadside assistance option). Twenty-three highway vehicles will have the roadside assistance option and 10 of the vehicles will

not. The annual cost for this service will be approximately \$6,640 and Verizon Connect is on the Sourcewell contract. Funds are available in A.DPW.1490.2.13 in the amount of \$7,500 however the Finance Department should be authorized to amend this accordingly as this is a monthly service (see letter from M. Guyon).

6. Award bid to Birchcrest Tree & Landscape for bucket truck rental (including an operator) for an hourly rate of \$240 (Public Works Dept.) – Request from Chad Roscoe for Town Board action to award the bid for bucket truck rental services (including an operator) to Birchcrest Tree & Landscape for an hourly amount of \$240.00 with the total contract not to exceed \$56,160. This contract will be effective immediately thru December 31, 2022 and funding is available in A.DPW.8560.4.43 (see letter from C. Roscoe).
7. Authorize re-appropriation of funds in the amount of \$11,200 in the Neighborhood Improvement District for restoration work to be done in the entrance piers (Public Works Dept.) – Request from Chad Roscoe for Town Board action to re-appropriated funds in the amount of \$11,200 to the 2022 Neighborhood Improvement District SN.NID.NIDHA.4.41 Maintenance/Repair Services. A contract with Armstrong Fabricators was approved by the Board on July 28, 2021, but due to unforeseen circumstances, the work was not started. Funds will be appropriated from Fund Balance (see letter from C. Roscoe).
8. Authorize appropriations and transfers for the 2021 budget year end processing and 2022 re-appropriations for grant projects (Finance Dept.) – Request from Paula Parker for Town Board action to approve the list of transfers and appropriations necessary to reflect the actual activity that has occurred relative to the 2021 amended budget. This list is a draft and may need to be updated prior to the February 23rd Board Meeting for any 2021 claims that will be posted to that fiscal year (see letter from P. Parker).

The next regularly scheduled meeting of the FASC will be held on TUESDAY, MARCH 1, 2022 at 3:30 p.m. in the **AUDITORIUM** of the Brighton Town Hall. All members of the public are invited to attend FASC meetings.

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

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Tuesday, February 1, 2022 Meeting

ATTENDEES

FASC Committee members:

Jason DiPonzio (Chair)
Robin Wilt
Supervisor William Moehle
Paula Parker (Staff to the Committee)

Other Town Councilmembers:

Christine Corrado

Department Heads/Other attendees:

Mike Guyon (Highway/Public Works)
Evert Garcia (Public Works)
Chad Roscoe (Public Works)

The Town Board's Finance and Administrative Services Committee (the FASC) met at 3:40 p.m. and reviewed a number of contractual, procurement, finance and/or budget, and personnel related matters referred by Town departments and is prepared to make recommendations to the full Town Board as follows:

Approval of Minutes: Approval of Minutes – Received and filed the minutes of the January 18, 2022 meeting.

Town Bid/Proposal Authorizations and Awards:

No matters for this meeting.

Grant Authorizations and Acceptances:

Approve a Program Opportunity Notice (PON) grant application to NYSERDA for possible funding of municipal operation software update (Public Works Dept.) – The FASC discussed with Evert Garcia his request for Town Board action to approve and authorize the submission of a grant PON to NYSERDA to explore the possibility of obtaining grant funding for the upgrade/replacement of our current operating software, Municipality. Further to authorize the Supervisor to execute all documents related to the funding consideration process with NYSERDA (see letter from E. Garcia). The FASC gave Evert permission to submit the application of interest as soon as possible. The FASC recommends the Town Board take favorable action on this matter.

Contracts and Contract Change Orders:

Approve Tree and Maintenance Services renewal contract with Birchcrest Tree and Landscape with no change in rates (Public Works Dept.) – The FASC discussed with Chad Roscoe his request for Town Board action to approve the third renewal the current contract with Birchcrest Tree and Landscape for tree maintenance and removal services. This is the last renewal option of the contract and will be at not increase in rates. Further to authorize the Supervisor to execute all documents relating to this renewal (see letter from C. Roscoe) The FASC recommends the Town Board take favorable action on this matter.

POST MEETING NOTE: This contract will not be renewed by the Town as Birchcrest is now on the Monroe County contract with the same pricing structure.

Approve contract renewal with Waste Management for the Town's dumpster and recycling programs (first of three renewal options (Public Works Dept.) – The FASC discussed with Chad Roscoe his request for Town Board action to approve a renewal contract with Waste Management for the Town's dumpster and recycling services. This is the first of the three one-year renewal options and Waste Management has stated this renewal will remain at the same rates as outlined in the original contract (see letter from C. Roscoe).

The FASC recommends the Town Board take favorable action on this matter.

Approve contract renewal with Caccamise Electric Corporation for the Town's street lighting maintenance program (first of three renewal options (Public Works Dept.) – The FASC discussed with Chad Roscoe his request for Town Board action to approve a renewal contract with Caccamise Electric Corporation for the Town's street lighting maintenance services. This is the first of the three one-year renewal options and Caccamise Electric Corporation has stated this renewal will remain at the same rates as outlined in the original contract (see letter from C. Roscoe).

The FASC recommends the Town Board take favorable action on this matter.

Approve contract renewal with Mayer Hardware for the purchase of hardware & miscellaneous supplies (third of four renewal options (Public Works Dept.) – The FASC discussed with Chad Roscoe his request for Town Board action to approve a renewal contract with Mayer Hardware, Inc. This is the third renewal of four and the terms and conditions of the contract will remain the same – 15% discount on hardware and supplies purchased by the (see letter from C. Roscoe). The FASC recommends the Town Board take favorable action on this matter.

Approve contract renewal with Plant Concepts, Inc. for the mowing of Town properties as listed in Contract A (final renewal of three renewal options (Public Works Dept.) – The FASC discussed with Chad Roscoe his request for Town Board action to approve a renewal contract for mowing services as outlined in Mowing Contract A with Plant Concepts, Inc. This is the third and final renewal option and will be at no annual increase in pricing (see letter from C. Roscoe). The FASC recommends the Town Board take favorable action on this matter.

Approve contract renewal with Greystone Lawn & Landscape for the mowing of Town properties as listed in Contract B & C (final renewal of three renewal options (Public Works Dept.) – The FASC discussed with Chad Roscoe his request for Town Board action to approve a renewal contract for mowing services as outlined in Mowing Contract B & C with Greystone Lawn & Landscape. This is the third and final renewal option and will be at no annual increase in pricing (see letter from C. Roscoe).

The FASC recommends the Town Board take favorable action on this matter.

Approve the first contract renewal with Roman Construction Development Corp. for sidewalk repair services (Public Works Dept.) – The FASC discussed with Chad Roscoe his request for Town Board action to approve a renewal contract Roman Construction Development Corp. for the Sidewalk Repair program.

Roman has agreed to keep all previous pricing the same with the exception of the price of concrete which will increase by 5% as allowed by the contract. This is the first of three possible one-year renewals (see letter from C. Roscoe). The FASC recommends the Town Board take favorable action on this matter.

Budget Amendments and Transfers:

No matters for this meeting.

Other Matters for Action of the Town Board:

Amend the Highway and Sewer Department's table of organization (Highway & Sewer Dept.) – The FASC discussed with Mike Guyon his request to amend the Highway and Sewer tables of organization as follows:

Highway: Eliminate one position of Senior Dispatcher (FT-CSEA) and add on position of Clerk II Full Time;

Sewer: make current position of Clerk II Part Time to Full Time.

In addition one position of laborer, already approved but not budgeted, will be filled resulting in 1.5 FTE's including salary and fringe benefit costs being added to the appropriate budgets. The overall impact on the departments is approximately \$79,000. Further authorization of fill these positions as soon as possible (see letter from M. Guyon).

The FASC recommends the Town Board take favorable action on this matter.

Personnel Matters:

(see Executive Session below)

Executive Session:

There was a motion by Supervisor Moehle at 4:15 pm to enter an executive session to discuss the employment of a particular person or people. This was seconded by Robin Wilt and all votes aye. The following are items the FASC will be recommending to the Town Board for action:

Approve an appointment to the position of laborer in the Highway Department effective March 7, 2022 (Highway Dept.) – The FASC discussed with Mike Guyon his request for Town Board action to approve an appointment to the position of laborer effective March 7, 2022. This salary for this position will be set at \$20.23/hour (40 hours/week) as outlined in the current CSEA collective bargaining agreement. This appointment is subject to the successful competition of a 52 week probationary period and is noncompetitive per the Monroe County Civil Service Commission (see letter from M. Guyon). The FASC recommends the Town Board take favorable action on this matter.

Approve an appointment to the position of laborer in the Highway Department effective February 28, 2022 (Highway Dept.) – The FASC discussed with Mike Guyon his request for Town Board action to approve an appointment to the position of laborer effective February 28, 2022. This salary for this position will be set at \$20.23/hour (40 hours/week) as outlined in the current CSEA collective

bargaining agreement. This appointment is subject to the successful competition of a 52 week probationary period and is noncompetitive per the Monroe County Civil Service Commission (see letter from M. Guyon). The FASC recommends the Town Board take favorable action on this matter.

Approve an appointment to the position of Planning Technician in the Planning Department effective February 14, 2022 (Public Works Dept.) – The FASC discussed with Mike Guyon his request for Town Board action to approve an appointment to the position of Planning Technician effective February 14, 2022. The annual salary for this position will be set at \$56,274.40 (35 hour/week) and is consistent with Group 5 Step 3 of the Full Time Non-Represented Salary schedule. This appointment is subject to the successful competition of a 52 week probationary period which begins upon permanent appointment. (see letter from M. Guyon).

The FASC recommends the Town Board take favorable action on this matter.

There was a motion by Supervisor Moehle at 4:33 pm to end the executive session and return to the regular meeting. This was seconded by Robin Wilt with all voting aye. The regular meeting continued.

Other Matters for Discussion Only:

Dog boarding services provided to the Town of Brighton by Pittsford Animal Hospital was discussed. Pittsford Animal Hospital will no longer provide dog boarding services to the Town effective March 1, 2022. Supervisor Moehle is exploring several alternatives and will report back when more information is available.

Matters Tabled for Research and/or Discussion:

No matters for this meeting.

**The FASC meeting was adjourned at 4:50 pm.

The next regularly scheduled meeting of the FASC will be held on Tuesday, FEBRUARY 15, 2022 at 3:30 PM in the AUDITORIUM at Brighton Town Hall.

All members of the public are invited to attend FASC meetings.

****AS PER THE REGULAR SCHEDULE (Room Change)****

JUSTICE COURT

TOWN OF BRIGHTON

MONROE COUNTY

2300 ELMWOOD AVENUE, ROCHESTER, NY 14618

PHONE: (585) 784-5152 FAX: (585) 784-5380

JUSTICES

KAREN MORRIS

JOHN A. FALK

February 7, 2022

Supervisor William Moehle
Town Board Members
2300 Elmwood Avenue
Rochester NY 14618

Re: Grant Award from Justice Court Assistance Program

Dear Supervisor Moehle and Town Board Members:

Brighton Justice Court is requesting approval for acceptance of a grant award from the Justice Court Administration Program in the amount of \$11,210.98. The grant will be used to refurbish Judge Morris' courtroom walls and purchase a secured cell phone and key locker. We are also seeking approval to amend the 2022 budget as follows: increase the revenue account A.JSTCE. 1110.3390 (NYS Aid) by \$11,210.98 and increase the expense account A.JSTCE. 1110 2.60 by \$11,210.98. This is a budget neutral appropriation.

Thank you for your consideration.

Sincerely,



Lisa Pavlovych
Administrative Court Clerk

Attachments

cc: P. Parker, Finance Director
FASC Committee Members
File



STATE OF NEW YORK
UNIFIED COURT SYSTEM
EMPIRE STATE PLAZA
4 ESP, SUITE 2001
ALBANY, NEW YORK 12223-1450
(518) 453-8650

LAWRENCE K. MARKS
Chief Administrative Judge

Norman St. George
Deputy Chief Administrative Judge
Courts Outside New York City

February 7, 2022

Mrs. Lisa Pavlovych
Brighton Town Court
2300 Elmwood Avenue
Rochester, NY 14618

Dear Mrs. Pavlovych:

We are pleased to advise you the Brighton Town Court has been awarded a grant under the 2021-22 cycle of the Justice Court Assistance Program (JCAP).

JCAP was established by the New York State Legislature in 1999, at the request of the Unified Court System, to help provide our State's town and village courts with the resources and equipment necessary to fulfill their critical role in our justice system.

The Brighton Town Court is one of 302 courts receiving JCAP funding this year. Details regarding your award are set forth on the enclosed 2021-22 Justice Court Assistance Program Award Reconciliation Report. Funds will be sent on or before April 1, 2022 to your municipality via direct deposit or check and must be spent within 180 days. If the amount you spend purchasing the items(s) approved on the enclosed JCAP Reconciliation Report is less than the amount awarded, leftover funds are not to be used to offset the cost of another grant item awarded at a set monetary amount. Please contact the Office of Justice Court Support at 800-232-0630 for further direction. The Reconciliation Report, along with paid receipts that certify total amount spent, are required to be returned to the Office of Justice Court Support via fax: (518) 471-4807 or e-mail: jcap@nycourts.gov.

Very truly yours,

Honorable Norman St. George

CC: Office of Justice Court Support
Special Counsel

2021-22 Justice Court Assistance Program Award Reconciliation Report

Please fax this Report along with paid receipts to the dedicated JCAP Fax Number 518-471-4807, email jcap@nycourts.gov or mail to: Office of Justice Court Support, 187 Wolf Road, Suite 103, Albany, N.Y.12205

In the space provided below, please sign and indicate the exact amount spent

***Funds to be spent within 180 days of receipt**

Brighton Town Court, Monroe County

District

Item Category	Item Name	Approved Quantity	Item Approved To
Construction	Wall covering	1	\$10525.00
Security	Cell phones and key lockers	1	\$685.98
Total Amount of Grant			\$11,210.98

SPECIAL NOTE REGARDING AWARD DISBURSEMENTS:

Your Town Supervisor or Village Mayor should receive a check for the amount of the grant or the grant amount will be sent via direct deposit your municipality. All grant recipients are reminded that, as required by law, funds received hereunder may not be used for purposes other than the purchase of the item(s) set forth on the enclosed award form or used to offset the cost of another grant item awarded at a set monetary amount. Also, as stipulated in the municipal certification accompanying the application for your grant, "any goods and/or services purchased with any Justice Court Assistance Program funds shall be obtained in accordance with acceptable procurement practices established by the governing municipality including, but not limited to, competitive bidding and procurement policies and procedures."

*Please submit paid receipts indicating funds were spent on approved items along with this Reconciliation Report within 180 days from receipt. Remember to save your receipts for at least three years for audit and review purposes. **If the amount you spend purchasing the item(s) approved on this Report is less than the amount awarded, leftover funds are not to be used to offset the cost of another grant item.** Please contact OJCS at 800-232-0630 for further direction.

Total Amount Spent: _____

By signing this form, I affirm that all the above approved items were purchased.

Date: _____ **Print Name:** _____ **Signature:** _____

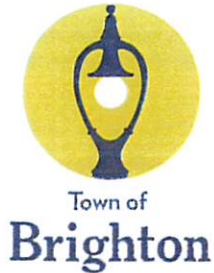
FOR OJCS USE ONLY

Application # 5317 **Attachments** _____

Vendor ID# 1000003978 **AO Date** _____ **Approval Date** _____

Voucher# _____ **DN/SP** _____ **Grant Amt** _____

Submit Date _____ **Business Unit** _____ **Final Approval** _____



Brighton Police Department

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



David Catholdi
Chief of Police

January 31, 2022

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

RE: Vehicle Collision Repair Agreement

Dear Board Members:

I recommend that the Supervisor be authorized to execute an agreement between Austin Spencer Collision and the Town of Brighton for the provision of vehicle collision repair services. This contract is for the period beginning January 1, 2022 through December 31, 2022 with the option to renew for up to three years.

In accordance with the Town's procurement policy, three written requests for pricing were sought. Austin Spencer submitted the lowest price per hour at \$48.00. The Police Department has decided to retain the services of Austin Spencer Collision based upon cost, location and past performance. Austin Spencer has been our vendor for this service for the past eleven years and we are satisfied to continue with this agreement.

Please do not hesitate to contact me should you have any questions.

Respectfully,

David Catholdi
Chief of Police

CDC:jpo
Attachment

TOWN OF BRIGHTON
REQUEST FOR QUOTATION - NOT AN ORDER

DEPARTMENT POLICE
 APPROPRIATION CODE 3120 4.64

\$1,000 - \$2,500 requires 2 Written quotes
 \$2,500 - \$20,000 requires 3 Written quotes

QUANTITY	DESCRIPTION	UNIT COST	TOTAL COST
300 Hours	Vehicle Collision Repairs	\$48.00	\$14,400

DELIVERY LOCATION N/A TERMS 1/1/22-12/31/22 (3 year renewal)

VENDORS CONTACTED:

1. NAME Austin Spencer DATE QUOTED 1/21/2022
 ADDRESS 2433 Brighton Henrietta TL Road PRICE OR BEST ESTIMATE \$48.00 ph
Rochester, NY 14623 DELIVERY DATE _____
 PHONE (585) 424-4064 ACCEPTED (☒) REJECTED (☐)

NAME Hawk Frame & Axle, Inc DATE QUOTED 1/21/2022
 ADDRESS 77 O'Connor Road PRICE OR BEST ESTIMATE \$48.00 ph
Fairport, NY 14450 DELIVERY DATE _____
 PHONE _____ ACCEPTED (☐) REJECTED (☒)

3, NAME Vogel Collision DATE QUOTED _____
 ADDRESS _____ PRICE OR BEST ESTIMATE No Response
 _____ DELIVERY DATE _____
 PHONE _____ ACCEPTED (☐) REJECTED (☒)

ARE THERE ANY TRADE-IN ALLOWANCES OR DISCOUNTS APPLICABLE TO THIS PURCHASE? N/A

REMARKS: No response from Vogel Collision. Hawk Frame & Axle and Austin Spencer both have the same hour and discount terms. Hawk Frame & Axle is on county contract but due to the past satisfaction with Austin Spencer and being closer in proximity to the Town of Brighton, we would like to award them the contract.

I CERTIFY THAT ALL REQUIRED PURCHASING PROCEDURES HAVE BEEN FOLLOWED,

JP O'Brien
 DEPARTMENT PURCHASING AGENT

1/31/22
 DATE

TOWN OF BRIGHTON POLICE DEPARTMENT

AGREEMENT, made on **February 9, 2022** 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

Austin Spencer
2433 Brighton Henrietta TL Road
Rochester, NY 14623
Social Security/Tax ID Number 16-1186423
(585) 424-4064

Hereinafter referred to as the "Contractor".

The parties to the agreement, in consideration of the mutual promises set forth herein, hereby agree as follows:

- 1) **Agreement and Services.** The contractor hereby agrees to perform all services and conditions for the Brighton Police Department as set forth below.
 - a) Police Vehicle Collision Repair
 - b) Vendor must be diligent in providing collision repairs to town vehicles in the shortest possible time
 - c) Competent staff trained and experienced will perform repairs, and that all work shall be performed in accordance with the manufacturer's specifications. The equipment used will be located in a facility adequate for and actively engaged in the services specified.
 - d) Vendor must have prompt access to automobile manufacturers approved parts for a fleet of twenty police and ten town vehicles for the contract year. Parts will be guaranteed in accordance with the manufacturer's standard warranty. No used or reconditioned parts will be used without the expressed prior approval of the Town. Replacement of defective parts (parts and labor) will be performed at the expense of the vendor.
 - e) The Town prior to commencing work must approve all estimates. When the estimated cost of repairs appears unreasonable in view of prior cost experience, and other prevailing estimates, the Town reserves the right to obtain services from an alternate source.
 - f) There shall be no extra charge for estimates and the vendor shall have the capability to work with, and accept, estimates for the collision repairs from independent and/or insurance appraisers
 - g) Vendor may not charge the town for labor time spent in diagnosing a warranty-related repair.
 - h) Vendor must provide as an option, pick up/tow and delivery service to and from the Town Hall for vehicles daily; except for Saturdays, Sundays and holidays. When vehicles are delivered by town personnel for service, transportation must be provided back to the Town Hall for these employees if so needed.
- 2) **Rate and Payment.** The contractor hereby agrees to perform all services and perform all other obligations for the Brighton Police Department at the rate set forth below.

TOWN OF BRIGHTON POLICE DEPARTMENT

- a) Contractor agrees to provide services listed in section 1 at a labor rate of \$48.00 per hour.
 - b) Contractor agrees to provide a percent discount of 5% for all vehicle parts and or components
 - c) When services are complete, Contractor will provide an Invoice to the Brighton Police Department for payment.
- 3) **Term.** The term of the Agreement shall be for January 1, 2022 through December 31, 2022 with the option to extend the agreement for up to three, one year extensions.
- 4) **Termination.** The Town reserves the right to terminate this Agreement immediately upon written notice to the Contractor, by Certified Mail, Return Receipt Requested or personal delivery of such notice for the following reasons:
- a) In the event that the job performance by the Contractor is deemed unacceptable by the Town.
 - b) In the event that the Town determines that termination is in the best interest of the Town, including without limitation a determination that the Town lacks sufficient funding to offer the service provided by the Contractor.
 - c) In the event that the Contractor fails to maintain in effect any required insurance policy and/or fails to provide to the Town any certificate(s) of Insurance pursuant to Paragraph 9 of this Agreement.
- In the event of termination under this Agreement, the Contractor shall only be entitled to remuneration for services rendered to the Town to the date of such termination.
- 5) **Integration of Agreement.** This instrument contains the entire Agreement between the parties and no statements, promises or inducements made by either party or agent of either party, that are not contained in this written Agreement may not be enlarged, modified or altered except in writing and initialed by both parties.
- 6) **Independent Contractor.** The contractor covenants and agrees that it will conduct itself consistent with its status, said status being that of an independent contractor, and that it, 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. This document shall not constitute the appointment of contractor as the Town's agent, and Contractor agrees that he will not act as or hold himself out as the agent of the Town.
- 7) **Contractor's Sole Responsibility.** The Contractor shall be solely responsible of all items listed below:
- a) performing safety inspections of the equipment and materials used in the collision repair of vehicles;
 - b) reporting to the Town any observed deficiencies in any equipment or materials owned or provided by the Town;

TOWN OF BRIGHTON POLICE DEPARTMENT

- c) as a standard, it is anticipated that actual repair time should take no more than four hours (or less) for minor repairs (ie. tune-up, transmission service, fuel pump, alternator etc.) and two days (or less) for major repairs.
 - d) provide follow-up repair service for their collision work within a reasonable time frame.
 - e) agreement 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 money which are or will become due and payable thereunder without the prior written consent of the Town of Brighton.
- 8) **Indemnification.** The Contractor agrees to indemnify and hold the Town harmless from and against any and all claims, actions, damages, liability and expense, including attorney fees and cost of defense, in connection with loss of life, personal or bodily injury and/or damage to property that may be done or suffered by reason of the Contractor's fault or negligence in the performance of or failure to perform his responsibilities as stated in this Agreement, or occasioned all or in part by any act or omission of the Contractor, his agents or employees or otherwise arising from this agreement or out of services which the Contractor may perform.
- 9) **Insurance.** If the Town of Brighton requires the Contractor to carry insurance for the program or activity provided under this Agreement, the Contractor shall maintain in effect without interruption for the term of this Agreement a comprehensive general liability policy approved by the Town Board and Attorney. The Contractor shall deliver a Certificate of Insurance to the Town evidencing such coverage: (a) at the time of execution of this Agreement; and (b) immediately upon any renewal of said policy during the term of this Agreement. The original and any renewal Certificates shall be attached to and incorporated into this Agreement. The Contractor's failure to provide said Certificates in a timely manner shall entitle the Town to withhold payments and/or to terminate this Agreement as provided in Paragraph 4 (c), above. The Town of Brighton and Austin Spencer Collision shall be named as Certificate Holder and as an additional Insured for the specific project being undertaken.
- 10) **Compliance with the Human Rights Law.** The Contractor agrees to 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.

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

TOWN OF BRIGHTON POLICE DEPARTMENT

CONTACTOR (Individual)

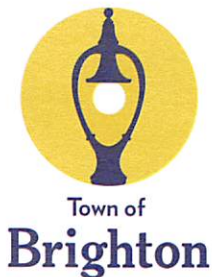
By _____ Name _____
Signature (Print Name)

Fed Tax Id / SSN _____ (Date)

TOWN OF BRIGHTON:

By _____ Chief of Police _____ (Date)

By _____ Town of Brighton Supervisor _____ (Date)



Brighton Police Department

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



David Catholdi
Chief of Police

February 14, 2022

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

RE: Use of Forfeited Funds for Purchasing of Fleet Management Program

Dear Board Members:

The Brighton Police Department would like to use forfeited funds for the purchase of "Verizon Connect" for the department's police vehicles. Verizon Connect is a device for vehicles that will provide data and analytics that will help manage the department's fleet.

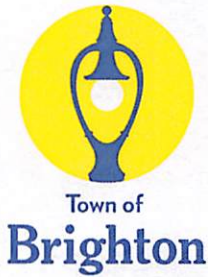
The DPW and Police Department worked together to establish which vendor would be the best fit for our needs. After comparing Verizon to T-Mobile, Verizon was the choice recommended by both departments. The cost per vehicle is \$18.95 per month. The "Verizon Connect" can be found as part of the Sourcewell Cooperative purchasing program.

I propose that the "Proceeds of Forfeited Property" be used to fund this request for the next three years. 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.3125 4.49** Contracted Services be increased by \$3,500.00 per year. The total expenditure will not exceed \$10,500.00 over three years and will be fully supported with the use of Forfeited Property account **A.889.JSTCE**.

Respectfully,

David Catholdi
Chief of Police

CDC:jpo



Public Works Department

Mike Guyon, P.E.
Commissioner of Public
Works

February 11, 2022

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

Re: Operation Center Vehicle Fleet
GPS Device Purchase and Installation

Dear Councilperson DiPonzio and Committee Members:

The Town Board allocated \$7,500 for the installation of GPS devices on Operation Center vehicles in the 2022 budget. Town and BPD staff met with T-Mobile and Verizon to evaluate their GPS units and associated software. Both systems are included in an approved cooperative purchasing program and a direct purchase from these vendors complies with the Town's procurement policy. The Verizon system is included in the Sourcewell Cooperative purchasing program and T-Mobile is included on the New York State Contract. Our evaluation revealed that both units are robust however, the Verizon unit appeared much more user friendly. The all-inclusive cost of the Verizon GPS unit is \$17.45 per month whereas the monthly cost per unit for T-Mobile is \$21.47 not including the cost of the connection cables.

We contacted the Towns of Penfield and Perinton who currently use the Verizon GPS program to discuss their experience with the GPS units. Both indicated that they were very satisfied units and recommended that we consider purchasing the roadside assistance add-on. This add-on includes 4 calls annually per vehicle for any class of vehicle, including towing and winching services. The cost of this add-on is \$1.50 per month per unit. This would increase the total unit cost to \$18.95 per month. The operation center experiences 3 to 4 incidents each year that require the towing of large vehicles. The roadside assistance add-on will eliminate the towing charges that the Town incurs each year.

Based upon our evaluation of the GPS units and our discussions with the Towns of Penfield and Perinton we are recommending the purchase and installation of 33 Verizon GPS units including the roadside assistance add-on for 23 Operation Center vehicles. The three loaders and nine tractors are equipped with a different unit. The cost of this unit is 10.95 per month. The annual cost to procure these units including the roadside assistance add on is \$6,640.20.

Account A.DPW.1490 2.13 includes \$7,500 for the purchase and installation of GPS devices on Operational Center vehicles. Town staff will install the GPS units therefore, there is adequate funding in the referenced account to procure the GPS devices discussed above. However, the funding for the GPS units was inadvertently placed in the wrong account therefore, we are requesting authorization to allow the Finance Department to transfer the funding to the appropriate account.

I will be in attendance at your regularly scheduled February 15, 2022 meeting in the event that you have any questions regarding this correspondence. As always, your consideration of matters such as this is greatly appreciated.

Sincerely,

Michael E. Guyon, P.E.
Department of Public Works

Cc: Paula Parker
Steve Zimmer
J.P. O'Brien

2300 Elmwood Avenue Rochester, New York 14618 www.townofbrighton.org
Mike.Guyon@townofbrighton.org 585-784-5225

Code	Name	Year	Make Model	VIN	Plate #	Original Cost	Primary Rate	GPS Device	GPS COST
112	LOADER, TRACTOR #112	2019	BOBCAT / T450	AUVP16204		\$39,032	\$21.06	Y	\$ 10.95
113	LOADER, TRACTOR #113	2019	BOBCAT / T450	AUVP16215		\$39,032	\$21.06	Y	\$ 10.95
15	TRACTOR, SIDEWALK PLOW #15	2017	KUBOTA / L4060HSTC	L4060HSTC 42620	BA1101	\$45,521	\$21.06	Y	\$ 10.95
16	TRACTOR, SIDEWALK PLOW #16	2010	JOHN DEERE / 3720	LV3720H622820	AD4442	\$36,470	\$21.06	Y	\$ 10.95
17	TRACTOR, SIDEWALK PLOW #17	2016	KUBOTA / L4060HSTC	L4060HSTC41394	AY6176	\$45,154	\$21.06	Y	\$ 10.95
20	TRACTOR, SIDEWALK PLOW #20	2013	KUBOTA / B3350HSDC	B3350HSDC50199	AD4443	\$31,255	\$21.06	Y	\$ 10.95
27	TRUCK, DUMP #27	2002	STERLING / L90	2FZAAZAN52A K52241	AL1424	\$104,978	\$52.62	Y	\$ 18.95
31	TRUCK, DUMP #31	2007	INTERNATIONAL / 7600	1HTTXAHR0 7J463359	AD4480	\$124,959	\$52.62	Y	\$ 18.95
40	TRUCK, DUMP #40	2021	KENWORTH / T270	2NKHMHM6X4MM457327	BE1139	\$142,972	\$30.37	Y	\$ 18.95
47	TRUCK, PICKUP #47	2015	CHEVOLET / SILVERADO	1GC0KUEG3 FZ518941	AV9195	\$36,045	\$19.84	Y	\$ 18.95
48	TRUCK, DUMP #48	2021	MACK / GR42F	1M2GR2ACXNN001420		\$246,234	\$58.76	Y	\$ 18.95
49	TRUCK, DUMP #49	2019	MACK / GR42F	1M2GR2AC3 LM001211	BC7033	\$241,655	\$58.76	Y	\$ 18.95
5	TRUCK, PICKUP #5	2014	FORD / F250	1FT7X2B66 EEA55148	AL1395	\$26,259	\$19.84	y	\$ 18.95
50	TRUCK, DUMP #50	2012	MACK / GU712	1M2AX02C6 CM001606	AD4462	\$188,757	\$58.76	Y	\$ 18.95
51	TRUCK, DUMP #51	2016	MACK / GU713	1M2AX04C1GM030952	AX4747	\$227,186	\$73.37	Y	\$ 18.95
52	TRUCK, DUMP #52	2018	MACK / GU712	1M2AX02C9 JM003007		\$210,883	\$58.76	Y	\$ 18.95
54	LOADER, FRONT-END #54	2010	JOHN DEERE / 624K	1DW624KZEA0628859	AD4454	\$189,456	\$37.25	Y	\$ 10.95
56	TRUCK, DUMP #56	2015	MACK / GU712	1M2AX02C2 FM002238	AW2547	\$214,569	\$58.76	Y	\$ 18.95
57	TRUCK, DUMP #57	2017	MACK / GU713	1M2AX04CX HM036170		\$215,924	\$73.37	Y	\$ 18.95
58	TRUCK, DUMP #58	2010	MACK / GU812	1M2AX11C6AM 001321	AD4455	\$178,661	\$58.76	Y	\$ 18.95
59	TRUCK, DUMP #59	2021	MACK / GR42F	1M2GR2AC1MM001581	BE1143	\$254,742	\$58.47	Y	\$ 18.95
6	TRUCK, PICKUP	2021	CHEVROLET / SILVERADO	1GC3YSE76MF104714	BD9774	\$39,054	\$19.84	y	\$ 18.95
	TRUCK, DUMP #60	1998	MACK / RD690P	1M2P288CXWM 026169	AD4489	\$89,039	\$58.76	Y	\$ 18.95
62	TRUCK, DUMP #62	2010	INTERNATIONAL / 7400	1HTWDAAR3AJ241888	AD4456	\$138,589	\$47.18	Y	\$ 18.95
63	TRUCK, DUMP #63	2009	MACK / GU813	1M2AX13C1 9M007083	AD4457	\$184,152	\$73.37	Y	\$ 18.95
67	TRUCK, DUMP #67	2014	MACK / GU712	1M2AX02C1 EM001872	AD4448	\$203,000	\$58.76	Y	\$ 18.95
69	TRUCK, PACKER #69	2007	INTERNATIONAL/HEIL / F5000-25	1HTWNAZT7 7J444188	AL1427	\$126,948	\$68.19	Y	\$ 18.95
81	LOADER, FRONT END #81	2020	VOLVO / L90H	VCE0L90HT0S 625552	BD6575	\$183,563	\$37.25	Y	\$ 10.95
83	LOADER, FRONT-END #83	2020	VOLVO / I90H	VCE0L90HT0S625566	BD6574	\$183,563	\$37.25	Y	\$ 10.95
88	SWEEPER, BROOM #88	2016	ELGIN / PELICAN	NP30777	AW9940	\$196,962	\$74.31	Y	\$ 18.95
9	TRUCK, PICKUP #9	2009	FORD / F250	1FTSX21599EB28859	AD4458	\$28,892	\$19.84	Y	\$ 18.95
91	LOADER, BACKHOE #91	2007	CASE / 590SM	N7C431651	AL1402	\$77,367	\$32.55	Y	\$ 18.95
98	FLUSHER, TANK #98	2017	MACK / GU713	1M2AX09C4 HM036206	AY6174	\$406,060	\$93.82	Y	\$ 18.95

\$ 553.35

\$ 6,640.20



Public Works Department

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

Chad Roscoe
Junior Engineer

February 10, 2022

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

Re: Contractor Recommendation for
2022 Rental of a Bucket Truck with Qualified Operator

Dear Councilperson DiPonzio and Committee Members:

We received bids on February 3, 2022 for the rental of a bucket truck with a qualified operator. The bid was publicly advertised and publicly opened all as required by law. One company, Birchcrest Tree and Landscape, responded to the advertisement for bids. Table -1 lists the proposed hourly rate included in their bid proposal:

Table – 1 Bidders

Bidder	Hourly Rate
Birchcrest Tree & Landscape	\$240.00

The 2022 adopted budget for the rental truck and operator was developed based upon an hourly rate of \$234.00 for a maximum period of 240 hours. This equates to a total annual expenditure of \$56,160. Since the hourly bid amount is consistent with the 2022 budget, we recommend that the Town Board award the bid for the Rental of a Bucket Truck with Qualified Operator to the low, responsive bidder, Birchcrest Tree & Landscape Company, for an amount not to exceed \$56,160 at an hourly rate of \$240.00 per hour. This contract will be for the duration of the 2022 fiscal year. Adequate funding for this bid is provided in account A. DPW 8560 4.43.

Sincerely,

Chad Roscoe
Junior Engineer, DPW

THE DAILY RECORD

AFFIDAVIT OF PUBLICATION

STATE OF NEW YORK
County of Monroe, ss.:

Order #: 12069916
Case #:

The undersigned is the authorized designee of Ben Jacobs/Associate Publisher of The Daily Record, a daily newspaper published in Rochester, New York. A notice was published in said newspaper one times, commencing on 1/20/2022 and ending on 1/20/2022. The text of the notice as published in said newspaper is as set forth below, or in the annexed exhibit. This newspaper has been designated by the Clerk of Monroe County for this purpose.

Sworn to before me on this ^{21st} ~~20th~~ day of January, 2022



Ben Jacobs
Authorized Designee



Notary Public, State of New York

ZUHRI D. LAHMAAR
NOTARY PUBLIC STATE OF NEW YORK
MORNOE
LIC. #01LA6326794
COMM. EXP. JUNE 22nd 2023

ADVERTISEMENT FOR BIDS

The Town of Brighton, Monroe County, New York will receive sealed bids for:

2022 Bucket Truck & Operator Rental

Sealed Bids will be received and bids publicly opened and read at the following place and time:

Place: Town of Brighton
Dept. of Public Works
2300 Elmwood Avenue
Rochester, New York, 14618
Date: February 3, 2022
Time: 10:00 A.M. Local Time

The work consists of one contract for the furnishing of the services of a bucket truck with 75' arm, with qualified operator and spotter, for use by the Town in the trimming and removal of street trees. The foregoing is a general outline of work only and shall not be construed as a complete description of the work to be performed under the contract.

The Town of Brighton is exempt under New York State Tax law, and therefore, no sales tax on the cost of materials incorporated into the project shall be included in the bid.

All prices bid shall be good for a period of sixty (60) days after opening. The Town of Brighton reserves the right to consider bids for sixty (60) days after their receipt before awarding any contract. The Town of Brighton further reserves the right to reject any and all bids, and to accept any Proposal or individual item or items, which it may deem to

be the most favorable to its best interests.

A non-collusive bidding certificate shall be included with each bid.

The attention of the Bidder is call to the requirements as to the conditions of employment and the minimum wage rates to be paid under this contract.

Dated: 1/20/22
Town of Brighton
Michael Guyon, P.E.
Commissioner of Public Works
(585)784-5225
12069916 1-20-11



Public Works Department

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

Chad Roscoe
Junior Engineer

February 10, 2022

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

Re: Re-appropriation of Funds

Dear Councilperson DiPonzio and Committee Members:

Back on July 28, 2021 the Town Board approved the contract with Armstrong Fabricators to perform restoration work on the Homeacres Entrance Piers. We have had some meeting with the contactor but no work was performed during 2021 due to unforeseen circumstances and therefore there was no Purchase Order created. I am asking the Committee Members to approve the re-appropriation of existing funds from the 2021 amended budget to the 2022 budget. Funds can be found in SN.NID.NIDHA.4.41 Maintenance/Repair Services in the amount of \$11,200.

As always, thank you for your consideration, I will attend your regularly scheduled meeting in the event that you have any questions.

Sincerely,

Chad J. Roscoe
Junior Engineer
Town of Brighton, DPW
585-784-5224



Finance Department

Paula Parker
Director of Finance

February 14, 2022

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

RE: 2021 Budget Transfers and Appropriations
2022 Budget Re-appropriation for Grant Projects (not yet completed)

Dear Board Members:

I am requesting Town Board authorization to record the attached 2021 budget transfers and appropriations and the re-appropriations for the 2022 budget for the projects indicated. These requested transfers and appropriations are necessary to reflect actual activity that has occurred relative to the 2021 amended budget (see attached) and to re-appropriate unspent committed project funds for the following grant funded projects:

1. Multiversity Grant
2. Climate Smart Grant

Each project is outlined on the attached detail sheet.

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

Attachment

			TO	FROM
<u>Transfers</u>			<u>Increase</u>	<u>Decrease</u>
General Fund (A)				
Town Assessor - Salary (rounding)				
Town Assessor	A.ASSOR.1355.1.10	Full Time Salaries	\$1	
Town Assessor	A.ASSOR.1355.4.12	Office Supplies		\$1
Attorney to the Town - Legal Fees				
Attorney to the Town	A.ATTY.1420.4.53	Attorney Fees	\$63,464	
Attorney to the Town	A.ATTY.1420.8.10	NYS Retirement Contribution	\$2,857	
Contingency Account	A.UNDST.1990.4.90	Contingency Account		\$5,000
Employee Benefits (Undistributed)	A.UNDST.9000.1.40	Other Wages		\$61,321
Board (1010) - Fringe balancing				
Board (1010)	A.BOARD.1010.8.40	Medical/Dental Premiums	\$11,039	
Board (1010)	A.BOARD.1010.4.74	Memberships & Training		\$1,200
Supervisor (1220)	A.SUPVR.1220.1.20	Part Time Salaries		\$9,620
Supervisor (1220)	A.SUPVR.1220.8.40	Medical/Dental Premiums		\$219
Town Clerk (1610) - Supplies (Printing & Postage)				
Town Clerk (1610) Central Services	A.CLERK.1610.4.81	Postage	\$8,483	
Town Clerk (1610) Central Services	A.CLERK.1610.120	Part Time Salaries		\$8,483
DPW - Public Works Office - Salary				
Public Works Office	A.DPW.1490.2.13	Computer Equipment	\$300	
Public Works Office	A.DPW.1490.4.08	Vehicle Parts/Components		\$300
DPW - Fire Marshal's Office - Telephone				
Fire Marshal	A.DPW.3410.4.22	Telephone Services	\$25	
Fire Marshal	A.DPW.3410.4.41	Maintenance Repair Service		\$25
DPW - Townwide Street Lights - Maintenance Supplies				
Townwide Street Lights	A.DPW.5182.4.11	Maintenance Supplies	\$3,176	
Townwide Street Lights	A.DPW.5182.4.21	Gas & Electric Service	\$4,634	
Townwide Sidewalks	A.DPW.5410.2.65	Sidewalk Constrctn/Repair		\$7,810
DPW - Building/Planning - Capital/Equipment Outlay				
Building/Planning	A.DPW.8020.2.13	Computer Equipment	\$3,400	
Building/Planning	A.DPW.8020.2.22	Trucks & Vans	\$24,605	
Building/Planning	A.DPW.8020.1.20	Part Time Salaries		\$10,350
Building/Planning	A.DPW.8020.4.49	Other Contract Services		\$17,655
Streetscape - Maintenance Supplies				
Streetscape	A.DPW.8510.4.11	Computer Equipment	\$120	
Tree Replacement Program	A.DPW.8560.4.11	Computer Supply		\$120
Finance - Fringes - Computer Equipment				
Finance	A.FINCE.1310.2.13	Computer Equipment	\$2,243	
Finance	A.FINCE.1310.4.15	Computer Supply		\$2,243
Historic Preservation - Contract (Historial Evaluations)				
Historic Preservation	A.HIST.7515.4.44	Contract Services	\$2,078	
Building/Planning	A.DPW.8020.4.89	Miscellaneous Expenses		\$2,078

			TO	FROM
<u>Transfers</u>			<u>Increase</u>	<u>Decrease</u>
Highway - Traffic Signs and Markings - Wages				
Highway - Traffic Signs/Markings	A.HWY.3310.1.10	Full Time Salaries	\$2,367	
Highway - Traffic Signs/Markings	A.HWY.3310.4.21	Gas & Electric Service	\$7	
Highway - Traffic Signs/Markings	A.HWY.3310.2.19	Tools		\$400
Highway - Traffic Signs/Markings	A.HWY.3310.4.16	Road Materials		\$1,974
Highway - Superintendent - Salaries (Cash Out)				
Highway - Superintendent	A.HWY.5010.1.40	Other Wages (cashout)	\$19,090	
Highway - Landfill	A.HWY.8160.1.10	Full Time Salaries		\$19,090
Highway - Highway/Sewer Facility - Wages, Fringes & Insurance				
Highway - Highway/Sewer Facility	A.HWY.5132.1.10	Full Time Salaries	\$5,064	
Highway - Highway/Sewer Facility	A.HWY.5132.2.13	Computer Equipment	\$1,267	
Highway - Highway/Sewer Facility	A.HWY.5132.4.32	General Liability Insurance	\$772	
Highway - Highway/Sewer Facility	A.HWY.5132.8.20	FICA	\$355	
Highway - Highway/Sewer Facility	A.HWY.5132.4.11	Maintenance Supplies		\$2,058
Highway - Highway/Sewer Facility	A.HWY.5132.4.49	Other Contracted Service		\$5,400
Highway - Parks - Salaries & Fringe				
Highway - Parks	A.HWY.7110.1.10	Full Time Salaries	\$8,580	
Highway - Parks	A.HWY.7110.2.30	Highway Equipment		\$2,765
Highway - Parks	A.HWY.7110.2.40	Maintenance Equipment		\$225
Highway - Parks	A.HWY.7110.4.11	Maintenance Supplies		\$2,876
Highway - Parks	A.HWY.7110.4.45	Equipment Rental		\$1,000
Highway - Parks	A.HWY.7110.4.21	Gas & Electric Srv Charges		\$645
Highway - Parks	A.HWY.7110.4.23	Water Service Charges		\$249
Town Landfill	A.HWY.8160.1.10	Full Time Salaries		\$820
Information Systems - Salaries & Utilities				
Information Systems	A.INFO.1680.1.10	Full Time Salaries	\$6	
Information Systems	A.INFO.1680.4.22	Telephone Service Charges	\$194	
Information Systems	A.INFO.1680.4.15	Computer Software/Supply		\$200
Town Justice - Utilities				
Town Justice	A.JSTCE.1110.4.22	Telephone Service	\$1,065	
Town Justice	A.JSTCE.1110.4.44	Contract Personnel Services		\$1,065
Parks - Parks Administration - Wages, Fringes & Utilities				
Parks - Administration	A.PARKS.7021.2.22	Trucks & Vans	\$22,430	
Parks - Administration	A.PARKS.7021.4.65	Vehicle Repair/Maintenance	\$1,662	
Parks - Administration	A.PARKS.7021.4.22	Telephone Charges	\$472	
Parks - Administration	A.PARKS.7021.1.10	Full Time Salaries		\$15,281
Parks - Administration	A.PARKS.7021.1.20	Part Time Salaries		\$3,638
Parks - Administration	A.PARKS.7021.8.40	Medical/Dental Premiums		\$5,645
Buckland Park - Maintenance/Repairs				
Parks - Buckland Park	A.PARKS.7115.2.60	Facility Improvements	\$3,500	
Parks - Buckland Park	A.PARKS.7115.4.21	Gas & Electric Service		\$2,400
Parks - Buckland Park	A.PARKS.7115.4.65	Vehicle Maint/Repair		\$1,100
Buckland Farmhouse - Maintenance/Repairs				
Parks (Buckland Farmhouse)	A.PARKS.7116.4.41	Maintenance/Repair Service	\$446	
Parks (Buckland Farmhouse)	A.PARKS.7116.4.21	Gas & Electric Service		\$363
Parks (Brighton Town Park)	A.PARKS.7120.4.21	Gas & Electric Service		\$83

			TO	FROM
<u>Transfers</u>			<u>Increase</u>	<u>Decrease</u>
Meridian Centre Park - Supplies				
Parks (Meridian Centre Park)	A.PARKS.7125.4.65	Vehicle Maintenance/Repair	\$2,160	
Parks (Meridian Centre Park)	A.PARKS.7125.1.20	Part Time Salaries		\$2,160
Police Department				
Police Department	A.POLCE.3120.2.12	Office Furniture	\$500	
Police Department	A.POLCE.3120.2.13	Computer Equipment	\$500	
Police Department	A.POLCE.3120.2.28	Trailers	\$16,530	
Police Department	A.POLCE.3120.2.63	Building Improvement	\$12,800	
Police Department	A.POLCE.3120.1.10	Full Time Salaries		\$30,330
Personnel Department - Wages				
Personnel Department	A.PRSNL.1430.1.20	Part-Time Wages	\$435	
Personnel Department	A.PRSNL.1430.4.53	Attorney Fees		\$435
Recreation - Administration - Equipment				
Recreation Administration	A.REC.7020.2.12	Office Furniture	\$770	
Recreation Administration	A.REC.7020.4.22	Telephone Charges	\$390	
Recreation Administration	A.REC.7020.4.83	Printing/Copy Charges		\$1,160
Recreation - Farmer's Market - Utilities				
Recreation - Farmer's Market	A.REC.8981.4.21	Gas & Electric Service	\$1,340	
Recreation - Farmer's Market	A.REC.8981.4.22	Telephone Charges	\$1,450	
Recreation - Farmer's Market	A.REC.8981.4.23	Water Service Charges	\$480	
Recreation - Farmer's Market	A.REC.8981.4.33	Property/Equipment Insurance	\$810	
Recreation - Farmer's Market	A.REC.8981.1.20	Part Time Salaries		\$1,200
Recreation - Playground Programs	A.REC.7140.1.20	Part Time Salaries		\$2,880
Undistributed Expenses - Benefits				
Undistributed Expenses	A.UNDST.9000.4.49	Contract Services (Compass)	\$550	
Undistributed Expenses	A.UNDST.1375.4.89	Miscellaneous Expenses		\$550
Undistributed Expenses	A.UNDST.9000.8.45	Retiree Health Ins Premiums	\$9,375	
Police Department	A.POLCE.3120.8.4.45	Retiree Health Ins Premiums		\$9,375
Highway Fund (D)				
Highway - Road Repair				
HWY- Road Repair	D.HWY.5110.2.68	Gutter Construction/Repair	\$2,040	
HWY- Road Repair	D.HWY.5110.4.16	Road Materials		\$2,040
Highway -Bridges - Wages				
HWY-Bridges	D.HWY.5120.1.10	Full Time Salaries	\$455	
HWY- Road Repair	D.HWY.5110.1.10	Full Time Salaries		\$455
Highway - Machinery - Wages, Vehicle Parts				
HWY- Machinery	D.HWY.5130.1.10	Full Time Salaries	\$3,470	
HWY- Machinery	D.HWY.5130.4.08	Vehicle Parts/Components		\$3,470
Highway - Employee Benefits				
HWY - Employee Benefits	D.HWY.9000.1.40	Other Wages	\$32,430	
HWY - Employee Benefits	D.HWY.5110.1.10	Full Time Salaries		\$32,430

			TO	FROM
<u>Transfers</u>			<u>Increase</u>	<u>Decrease</u>
Library Fund (L)				
Library - Brighton Memorial Library				
Brighton Memorial Library	L.LIBRY.7410.4.19	Library Supplies	\$970	
Brighton Memorial Library	L.LIBRY.7410.1.20	Part Time Wages		\$970
		Transfer To / From Totals:	\$281,157	\$281,157
			TO	TO
			REVENUE	
			or	
			ANY FUNDS	
2021 Appropriations			AVAILABLE	EXPENSE
Fire Protection District Fund (SF)				
WBFPD - Dissolution	SF.FIRED.3415.4.89	Miscellaneous Expenses		\$50,000
WBFPD - Dissolution	SF.FIRED.3415.4.21	Gas & Electric Expenses		\$4,100
WBFPD - Dissolution	SF.FIRED.3415.1090	Interest & Penalties Taxes	\$54,100.00	
SS- SEWER DISTRICT - Bond Payment (Principal)				
Western Drive Sewer District	SS.SEWER.8135.6.10	Bond Principal		\$245

2021 Re-Appropriations to 2022			TO REVENUE or ANY FUNDS AVAILABLE	TO EXPENSE	
General Fund (A)					
RESOLUTUION #04-22-2020-02 CLIMATE SMART GRANT BUDGET RE-APPROPS.				Res04-22-20-02	
DPW - Public Works Office					
Public Works Office	A.DPW.1490.3089	NYS Aid-Other Gen Govt	\$40,000.00		
Public Works Office	A.DPW.1490.4.49	Other Contract Service		\$60,000.00	
*Res04-22-20-02					
				Res04-22-20-02	
Public Works Office	A.DPW.1490.4.89	Miscellaneous Exp		\$4,884.00	
Res04-22-20-02					
				Res10-27-21-11	
Public Works Office	A.DPW.1490.2705	Gifts & Donations	\$18,504.00		
Public Works Office	A.DPW.1490.4.49	Other Contract Service		\$18,504.00	
*Res10-27-21-11					
RESOLUTUION #07-10-19-01 MULTI-MODAL FRENCH RD SIDEWALKS BALANCE REMAINING				Res07-10-19-01	
DPW - Townwide Sidewalk -MULTI-MODAL					
Townwide Sidewalks	A.DPW.5410.2.65	Sidewalk Construction	\$10,296.08		
	A.DPW.5410.4895	State Aid - Multi-Modal		\$10,296.08	
Res07-10-19-01					
RESOLUTUION #04-22-2020-01 MULTIVERSITY GRANT BUDGET RE-APPROPS.				Res04-22-20-01	
DPW - PLANNING/BUILDING OFFICE					
Planning/Building Office	A.DPW.8020.3089	NYS Aid-Other Gen Govt	\$58,290.00		
Planning/Building Office	A.DPW.8020.4.49	Other Contract Service		\$58,290.00	
Planning/Building Office	A.DPW.8020.4.49	Other Contract Service		\$23,500.00	
Planning/Building Office	A.DPW.8020.4.89	Miscellaneous Exp		\$2,875.00	
*Res04-22-20-01					