

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

Meeting Date: Wednesday, February 7, 2024 (8:30 a.m.)

Location: Auditorium, Brighton Town Hall

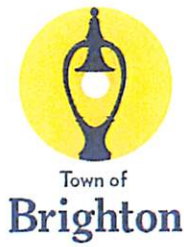
1. Approval of Minutes – Receive and file minutes from January 17, 2024.
2. Request for Town Board to approve budget amendment related to the purchase of the Sign Shop printer (Highway) – Request from Amy Banker for Town Board action to authorize the budget amendment related to a higher than budgeted purchase price for the approved and budgeted printer for the Sign Shop (see letter from A. Banker).
3. Request for Town Board to approve budget amendment related to the new Town Engineer position (Public Works) – Request from Evert Garcia and Earl Johnson for Town Board action to authorize the budget amendment related to filling the Town Engineer position as an employee as opposed to the originally budgeted contracted personnel (see letter from E. Johnson).
4. Adopt Bond Resolution in the amount of \$350,000 for the purchase of a Vacuum Sweeper Truck for the Highway Department as approved in the 2024-2026 Capital Improvement Plan (Finance) – Request from Earl Johnson for Town Board action to adopt a bond resolution in the amount of \$350,000 for the purchase of one vacuum sweeper truck which is being prepared by the Town's Bond Council and will be subject to both permissive referendum and estoppel periods (see letter from E. Johnson).
5. Request for Town Board to authorize renewal of the Terry Tree Service, LLC contract for tree maintenance and removal services (Public Works) – Request from Chad Roscoe for Town Board action to authorize the Town Supervisor to sign the renewal of the contract with Terry Tree Service, LLC for the 2024 season with a proposed rate increase of 4%. (see letter from C. Roscoe).
6. Request for Town Board to authorize renewal of the Electronic Field Productions, Inc. contract for 2024 for video production and cable-television management services (Supervisor) – Request from Bridget Monroe for Town Board action to authorize the Town Supervisor to sign the renewal contract with Electronic Field Productions, Inc. for 2024 with a 0% rate increase for services of video production and cable-television management services (see letter from B. Monroe).

7. Authorize the Town Supervisor to execute a consulting services agreement with TYLin (Supervisor) – Request from Supervisor Moehle for Town Board action to authorize him to sign an agreement with TYLin for Evert Garcia consulting Services at the rate agreed upon rate on an as needed basis through June 30, 2024 (letter to be provided).

EXECUTIVE SESSION – Discuss employment of a particular person

**The next regularly scheduled meeting of the FASC will be held on
WEDNESDAY, FEBRUARY 21, 2024, at 8:30 a.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****



To: Honorable Finance Committee
From: Amy Banker
Date: January 22, 2024
Re: Budget Transfer

I am requesting that \$2,700 be transferred from A.HWY.3310 4.16 (road materials) to A.HWY.3310 2.30 (highway equipment).

Additional funding is needed to purchase the Printer that was Budgeted for 2024 in the Sign Shop. \$8,495 was budgeted for the printer, the quote came back for \$11,599; there is \$500 already available for use in 2.19 (tools)

I can answer any questions if needed.

Amy

Cc: S. Zimmer
E. Garcia
B. Monroe
E. Johnson



Finance Department

Earl Johnson
Director of Finance

January 22, 2024

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

Re: 2024 Budget Amendment for Town Engineer

Dear Honorable Town Board:

When budgeted for 2024, it was anticipated the Town Engineer would be a contracted position. As it has now become a hired position, Evert Garcia and I request that the board approve this budget amendment:

A.DPW.1490.4.44 Contract Personnel Service	(\$98,390.00)
A.DPW.1490.8.40 Medical/Dental Premiums	(\$24,000.00)
A.DPW.1490.1.10 Full-Time Wages	\$111,275.00
A.DPW.1490.1.40 Other Wages (Health Declination)	\$2,600.00
A.DPW.1490.8.20 Employer FICA Contribution	\$8,515.00

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,

Earl Johnson

Earl Johnson
Director of Finance



Earl Johnson
Director of Finance

January 29, 2024

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

Re: 2024 Highway Sweeper Bond Resolution

Dear Honorable Town Board Members:

As part of the 2024 through 2026 Town Capital Improvement Plan and the 2024 Adopted Town Budget, a Highway Vacuum Sweeper Truck purchase was identified for funding in 2024 through the issuance of bonds. I am recommending that the Town Board adopt a bond resolution as prepared by Bond Counsel totaling \$350,000 (the original estimate of this vehicle was \$400,875) that will provide financing to purchase said equipment:

Bond Resolution totaling \$350,000 (Highway Vehicle)

10 Year repayment period: Bond Resolution \$350,000

- 1.) Purchase One Highway Vacuum Sweeper - \$350,000

The bond resolution should be adopted at the February 14, 2024, Town Board Meeting. This bond has a repayment period of more than five years and for that reason is subject to permissive referendum. This resolution will require 2/3rds majority vote by our Town Board (four of the five members). After the permissive referendum and/or estoppel periods have passed, the borrowing process can be completed. This bond issue will be sold as a consolidated issue with the previously approved 10-Wheel Heavy Dump Truck with Plow arriving this spring.

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,

Earl Johnson

Earl Johnson
Director of Finance

2024 - REPLACE #90 - 2015 ELGIN BROOM SWEEPER

Overview

Request Owner	Steve Zimmer, Deputy Commissioner Highway/Public Works
Department	Highway Department
Type	Capital Equipment

Description

2024: - #90 2015 Sweeper - To be Replaced with a vacuum sweeper. A quote from the vendor is \$400,875 for VacAll. Hours: 6139; Lifetime repairs: \$24,530

Need vacuum sweeper for catch basins - Keep in 2024 urgent

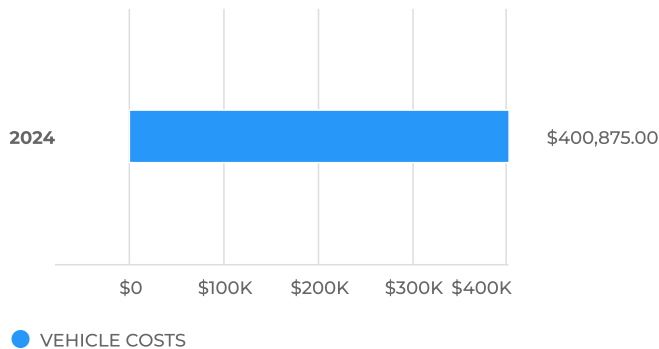
Details

New Purchase or Replacement	Replacement
New or Used Vehicle/Equipment	New Vehicle/Equipment
Useful Life	10 or more years

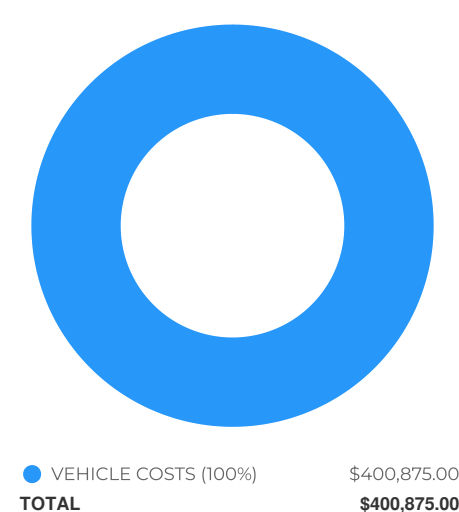
Capital Cost

FY2024 Budget	Total Budget (all years)	Project Total
\$400,875	\$400.875K	\$400.875K

Capital Cost by Year



Capital Cost for Budgeted Years



Capital Cost Breakdown

Capital Cost	FY2024	Total
VEHICLE COSTS	\$400,875	\$400,875
Total	\$400,875	\$400,875

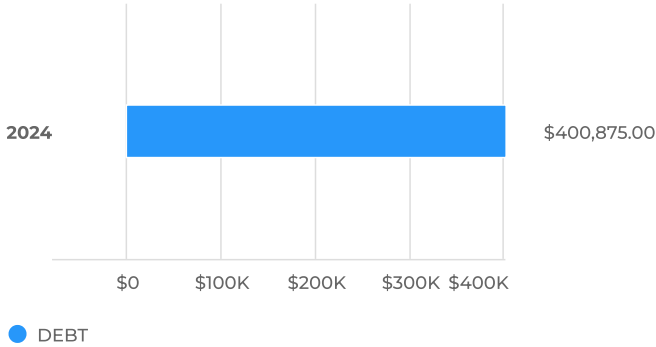
Funding Sources

FY2024 Budget
\$400,875

Total Budget (all years)
\$400.875K

Project Total
\$400.875K

Funding Sources by Year



Funding Sources for Budgeted Years



Funding Sources Breakdown		
Funding Sources	FY2024	Total
DEBT	\$400,875	\$400,875
Total	\$400,875	\$400,875

BOND RESOLUTION OF THE TOWN BOARD OF THE TOWN OF BRIGHTON, MONROE COUNTY, NEW YORK (THE "TOWN"), AUTHORIZING THE ACQUISITION OF MACHINERY AND APPARATUS FOR USE BY THE TOWN; STATING THE MAXIMUM ESTIMATED COST THEREOF IS \$350,000; APPROPRIATING SAID AMOUNT THEREFOR; AND AUTHORIZING THE ISSUANCE OF UP TO \$350,000 IN SERIAL BONDS OF THE TOWN TO FINANCE SAID APPROPRIATION

WHEREAS, the Town Board (the "Board") of the Town of Brighton, Monroe County, New York (the "Town") proposes to authorize the issuance of \$350,000 in serial bonds of the Town to finance the acquisition of machinery and apparatus for use by the Town's Highway Department, at an estimated maximum cost of \$350,000; and

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

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

SECTION 1. The Town is hereby authorized to undertake the acquisition of machinery and apparatus for use by the Town's Highway Department consisting of one street sweeper. It is hereby determined that the maximum estimated cost of the aforementioned class of object or purpose is \$350,000, said amount is hereby appropriated therefor and the plan for the financing thereof shall consist of (i) the issuance of the \$350,000 in serial bonds of the Town authorized to be issued pursuant to this resolution or bond anticipation notes issued in anticipation of such bonds and (ii) unless paid from other sources, the levy and collection of taxes on all taxable real property of the Town to pay the principal of such bonds or notes and the interest thereon as the same become due and payable.

SECTION 2. Serial bonds of the Town in the principal amount of \$350,000 are hereby authorized to be issued pursuant to provisions of Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (the "Law") to finance the aforementioned class of object or purpose.

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

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

declaration of official intent to reimburse the expenditures authorized herein with the proceeds of the bonds and bond anticipation notes authorized herein, as required by United States Treasury Regulations Section 1.150-2.

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

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

SECTION 7. Subject to the provisions of this resolution and of the Law, pursuant to the provisions of Section 30.00 relative to the authorization of the issuance of serial bonds and bond anticipation notes or the renewals of said obligations and of Sections 21.00, 50.00, 54.90, 56.00 through 60.00, 62.10 and 63.00 of the Law, the powers and duties of the Town Board relative to authorizing serial bonds and bond anticipation notes and prescribing terms, form and contents as to the sale and issuance of bonds herein authorized, including without limitation the determination of whether to issue bonds having substantially level or declining debt service and all matters related thereto, and of any bond anticipation notes issued in anticipation of said bonds, and the renewals of said bond anticipation notes, are hereby delegated to the Town Supervisor, as the chief fiscal officer of the Town (the "Town Supervisor"). Such notes shall be of such terms, form and contents as may be prescribed by said Town Supervisor consistent with the provisions of Local Finance Law. Further, pursuant to paragraph b. of Section 11.00 of the Law, in the event that bonds to be issued for the class of object or purpose authorized by this resolution are combined for sale, pursuant to paragraph c. of Section 57.00 of the Law, with bonds to be issued for one or more object or purpose authorized by other resolutions of the Board, then the power of the Board to determine the "weighted average period of probable usefulness" (within the meaning of paragraph a. of Section 11.00 of the Law) for such combined objects or purposes is hereby delegated to the Town Supervisor, as the chief fiscal officer of the Town.

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

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

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

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

SECTION 12. Pursuant to subdivision b. of Section 35.00 of the Law, this resolution is subject to a permissive referendum in the manner prescribed by Article 7 of the Town Law of the State of New York (the "Town Law"). The Town Clerk is hereby authorized and directed, within ten (10) days after the date of adoption of this resolution, to publish and post a notice satisfying the requirements of Section 90 of the Town Law, which shall set forth the date of adoption of this resolution, shall contain an abstract hereof, and shall specify that this resolution was adopted subject to a permissive referendum. Such notice shall be published in the official newspaper of the Town for such purpose.

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

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

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

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

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

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

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

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

AYE

NAY

Town Board Member Corrado

Town Board Member Wilt

Town Board Member Salzman

Town Board Member Werner

Town Supervisor Moehle

The resolution was thereupon declared duly adopted by a vote of ____ ayes and ____ nays.

Date: February 14, 2024

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

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

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

2. A regular meeting of the Town Board of the Town was held on February 14, 2024 (the “Meeting”), and minutes of said Meeting have been duly recorded in the Minute Book kept by me in accordance with law for the purpose of recording the minutes of meetings of said Town Board.

3. Attached hereto is a true and correct copy of a Bond Resolution duly adopted at the Meeting of the Town Board held on February 14, 2024 and entitled:

BOND RESOLUTION OF THE TOWN BOARD OF THE TOWN OF BRIGHTON, MONROE COUNTY, NEW YORK (THE “TOWN”), AUTHORIZING THE ACQUISITION OF MACHINERY AND APPARATUS FOR USE BY THE TOWN; STATING THE MAXIMUM ESTIMATED COST THEREOF IS \$350,000; APPROPRIATING SAID AMOUNT THEREFOR; AND AUTHORIZING THE ISSUANCE OF UP TO \$350,000 IN SERIAL BONDS OF THE TOWN TO FINANCE SAID APPROPRIATION

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

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

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

IN WITNESS WHEREOF, I have hereunto set my hand and have hereunto affixed the corporate seal of the Town of Brighton this 14th day of February, 2024.

TOWN OF BRIGHTON

[SEAL]

By: _____
Daniel Aman, Town Clerk

**PUBLIC NOTICE
TOWN OF BRIGHTON**

NOTICE IS GIVEN, that the Town Board (the “Town Board”) of the Town of Brighton, Monroe County, New York (the “Town”), at a regular meeting held on February 14, 2024, duly adopted, subject to a permissive referendum, a resolution, an abstract of which is as follows below.

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

Such Resolution was entitled:

**BOND RESOLUTION OF THE TOWN BOARD OF THE TOWN OF
BRIGHTON, MONROE COUNTY, NEW YORK (THE “TOWN”),
AUTHORIZING THE ACQUISITION OF MACHINERY AND
APPARATUS FOR USE BY THE TOWN; STATING THE MAXIMUM
ESTIMATED COST THEREOF IS \$350,000; APPROPRIATING SAID
AMOUNT THEREFOR; AND AUTHORIZING THE ISSUANCE OF UP
TO \$350,000 IN SERIAL BONDS OF THE TOWN TO FINANCE SAID
APPROPRIATION**

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

1. The resolution authorized the Town to undertake the acquisition of machinery and apparatus for use by the Town’s Highway Department consisting of one street sweeper. It was determined that the maximum estimated cost of the aforementioned class of object or purpose is \$350,000, said amount is hereby appropriated therefor and the plan for the financing thereof shall consist of (i) the issuance of the \$350,000 in serial bonds of the Town authorized to be issued pursuant to this resolution or bond anticipation notes issued in anticipation of such bonds, and (ii) unless paid from other sources, the levy and collection of taxes on all taxable real property of the Town to pay the principal of such bonds or notes and the interest thereon as the same become due and payable.

2. Serial bonds of the Town (including, without limitation, statutory installment bonds) in the principal amount of \$350,000 are authorized to be issued pursuant to the provisions of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (the “Law”) to finance said appropriation.

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

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

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

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

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

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

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

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

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

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

Dated: February 14, 2024

AFFIDAVIT REGARDING POSTING NOTICE

STATE OF NEW YORK)
COUNTY OF MONROE) ss:

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

I am over the age of 18 years; and, on February ____, 2024, I posted a true and correct copy of the attached Public Notice of the Town of Brighton, Monroe County, New York (the “Town”) on the Town’s official bulletin board located within the Town Hall and on the Town’s website.

TOWN OF BRIGHTON

By: _____
Daniel Aman, Town Clerk

Sworn before me this ____ day of February, 2024.

Notary Public, State of New York

CERTIFICATE OF NO PROTEST

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

1. The Town Board of the Town at a meeting thereof duly called and held on February 14, 2024, adopted a Bond Resolution, a true, correct and certified copy which is attached hereto.

2. No petition or petitions protesting said resolution have been submitted or filed with the Town Clerk of the Town and the 30-day period has elapsed for submission and filing of a valid petition.

IN WITNESS WHEREOF, I have signed and affixed the corporate seal of the Town this ____ day of March, 2024.

TOWN OF BRIGHTON

[SEAL]

By: _____
Daniel Aman, Town Clerk

ESTOPPEL NOTICE

The resolution, a summary of which is published herewith, has been adopted on February 14, 2024 by the Town Board of the Town of Brighton, Monroe County, New York, and the period of time has elapsed for the submission and filing of a petition for a permissive referendum and a valid petition has not been submitted and filed. The validity of the obligations authorized by such resolution may be hereafter contested only if such obligations were authorized for an object or purpose for which the Town of Brighton is not authorized to expend money or if the provisions of law which should have been complied with as of the date of publication of this notice were not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of publication of this notice, or such obligations were authorized in violation of the provisions of the Constitution.

Daniel Aman, Town Clerk
Town of Brighton

SUMMARY OF BOND RESOLUTION

Set forth below is a summary of said resolution adopted by the Town Board of the Town of Brighton on February 14, 2024.

1. The resolution is entitled “BOND RESOLUTION OF THE TOWN BOARD OF THE TOWN OF BRIGHTON, MONROE COUNTY, NEW YORK (THE “TOWN”), AUTHORIZING THE ACQUISITION OF MACHINERY AND APPARATUS FOR USE BY THE TOWN; STATING THE MAXIMUM ESTIMATED COST THEREOF IS \$350,000; APPROPRIATING SAID AMOUNT THEREFOR; AND AUTHORIZING THE ISSUANCE OF UP TO \$350,000 IN SERIAL BONDS OF THE TOWN TO FINANCE SAID APPROPRIATION”.

2. Object or Purpose: the acquisition of machinery and apparatus for use by the Town’s Highway Department consisting of one street sweeper.

3. Period of Probable Usefulness: 15 years.

4. Amount of Debt Obligations Authorized: \$350,000.

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



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

Chad Roscoe
Junior Engineer

January 30, 2024

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

Re: Tree Maintenance & Removal Services Contract Renewal;

Dear Councilperson Salzman and Committee Members:

The Town Board authorized a contract with Terry Tree Service, LLC on March 14, 2022 for tree maintenance and removal services. This contract included an option to renew the contract for another twelve months. This would be the second of three renewals available.

Terry Tree is proposing a 4% increase due to the rate of inflation. Table-1 shows the approved 2022 rates along with the proposed rate increase for 2024. We feel that this increase is justifiable.

Item No.	Size	2022 C	% in	2023 R#1	% in	2024 R#2
1	14" and <	\$ 225.00	3%	\$ 231.75	4%	\$241.02
	15"-24"	\$ 675.00	3%	\$ 695.25	4%	\$723.06
	25"-36"	\$ 1,200.00	3%	\$ 1,236.00	4%	\$1,285.44
	37"-48"	\$ 2,400.00	3%	\$ 2,472.00	4%	\$2,570.88
	49" and >	\$ 3,100.00	3%	\$ 3,193.00	4%	\$3,320.72
2	Tree Trimming	\$ 225.00	3%	\$ 231.75	4%	\$241.02
3	Stump Removal	\$ 250.00	3%	\$ 257.20	4%	\$267.49
4	Emergency Call Surcharge	\$ 300.00	3%	\$ 309.00	4%	\$321.36
5	Cabling & Bracing	\$ 12.50	3%	\$ 12.88	4%	\$13.40

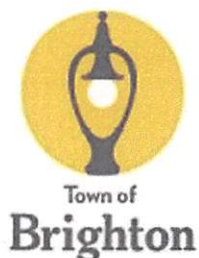
Therefore, I am recommending that the Finance and Administrative Services Committee advise the Town Board to renew the Tree Maintenance & Removal Services contract with Terry Tree Service, LLC.

Funding is available in the account A.DPW.8560 4.43 of the 2024 approved budget in the amount of \$112,525.10.

Thank you for your attention to this matter and do not hesitate to contact me if you have any questions regarding this matter.

Sincerely,

Chad Roscoe
Junior Engineer, DPW



Office of the Town Supervisor

The Honorable William W. Moehle

Bridget Monroe
Assistant to Town Supervisor

February 5, 2024

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

Re: Agreement with Electronic Field Productions, Inc.

Dear Chairman DiPonzio and Committee Members:

I respectfully request authorization for the Supervisor to enter into a renewal agreement with Electronic Field Productions, Inc. for the provision of video production and cable-television management services for calendar year 2024 at an annual cost of \$52,000. This is the same amount as paid in 2023. Funds for this agreement are available in the 2024 budget.

Thank you for your consideration of this matter.

Respectfully Submitted,

Bridget Monroe
Assistant to the Supervisor

AGREEMENT

THIS AGREEMENT, made this ___ day of February in the year 2024, 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 Electronic Field Productions, Inc., with offices at (or residing at) 2960 Atlantic Avenue, Penfield, NY 14526, hereinafter referred to as the "Contractor".

WITNESSETH

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:

A. Live Cablecast of Brighton Town Board Meetings

Brighton Town Board Meetings are typically the second and fourth Wednesday of each month at 7:00 PM (some exceptions may occur).

Set up and operation of video equipment for cablecast of Town Board meetings, provide technicians including director/technical director, remote camera operator, audio engineer, provide DVD and tape master using gold DVDs and additional copies as required by Town supervisor and/or other authorized representative/s of same.

Maintain video archive library of Town Board meetings.

Maintain on-site and off-site storage backup systems.

Manage live web streaming of Town Board meetings to Town website through YouTube live streaming services.

Provide and manage all media endeavors that support the open Government methodology.

B. Location Video Production

Utilize the Town's equipment to record video and audio for the Town as needed.

C. Cable Television Operations

Perform operation and general maintenance of the Brighton cable television facility located at Brighton Town Hall, including but not limited to the loading of video content to the Leightronix UltraNexus 2+2 video server, preparation of graphics for community video bulletin boards on channels 1301 and 1303, the programming of UltraNexus computer system for cable casting per program schedule, preparation of the program schedule for channels 1301 and 1303, and duplication of Town Board meeting DVDs.

Work with the Brighton School District, which shares airtime of channel 1301 between the hours of 7:00 AM – 7:00 PM.

Work with Spectrum and/or any other cable television service providers to ensure proper broadcasting services for PEG access (public, education and government broadcasting).

2. The term of this agreement shall be from January 1, 2024 to December 31, 2024. 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 **fifty-two thousand dollars (\$52,000.00) per annum**. Said sum shall be paid as follows: **monthly installments of \$4,333.00**; invoices payable within 30 days.

Payment by the Town for the sum(s) herein contracted for shall be made upon the submission of an invoice(s) and properly executed Town of Brighton claim vouchers, supported with such information and documentation necessary to substantiate the claim, approved by the Assistant to the Supervisor, 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 section two, the 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 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 money which are or will become due and payable thereunder without the prior written consent of the Town of Brighton.

7. Contractor covenants and agrees that it will conduct itself consistent with its status, said status being that of an independent Contractor, and that its employees or agents will neither hold themselves out nor claim to be an officer or employee of the Town of Brighton, not 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 Laws 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 causes 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.

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

Town of Brighton

By: _____ Date: _____
William W. Moehle, Supervisor

By: _____ Date: _____
Electronic Field Productions

EFP Fed.. ID #: _____