

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

**Meeting Date: Wednesday, January 15, 2025 (8:30 a.m.)**

**Location: Empire State University Room #159**

1. Approval of Minutes – Receive and file minutes from December 18, 2024.
2. Request for the Town Board to approve a 12 Corners LED Replacement Project for 2025 to convert town light fixtures to more energy efficient lights and provide for the necessary Budget Amendment (DPW) – Request from Brendan Ryan/Earl Johnson for Town Board action to approve a 12 Corners LED Replacement Project using “Brighton-style” harp lamps for 2025 in the amount of up to \$44,333.87 using \$24,333.87 in remaining grant funds and a Budget Amendment for \$20,000.00 as follows (see letter from E Johnson).

A.DPW.5182.3989	NYS AID (Revenue)	\$24,333.87
A.DPW.5182.4.21	Gas & Electric (Expense)	(\$20,000.00)
A.DPW.5182.2.60	Facility Improvements (Expense)	\$44,333.87

3. Request for the Town Board to authorize the Police Department to accept a donation from Howard and Daphne Cohen in the amount of \$500 (Police) – Request from Chief David Catholdi for the Police Department to accept this generous donation from Howard and Daphne Cohen with great appreciation and make the necessary budget amendment to accept this donation (see letter from D Catholdi).
4. Request for the Town Board to authorize the Police Department to accept a donation from Marjorie Alaimo in the amount of \$1,000 (Police) – Request from Chief David Catholdi for the Police Department to accept this generous donation from Marjorie Alaimo with great appreciation and make the necessary budget amendment to accept this donation (see letter from D Catholdi).
5. Authorize the Police Department to accept a one-time Byrne Memorial Justice Assistance Grant in the amount of \$189,273. (Police) – Request from Chief David Catholdi for Town Board action to authorize the Town Supervisor to accept this JAG Grant in the amount of \$189,273 to purchase a fence to separate our police patrol vehicle parking lot from the public, replacement of external ballistic vests, trauma kit replacements, new E-bikes for our bicycle patrol unit, storage drawer units for our police vehicles, a new identification card printer upgrade, an electronic whiteboard for major case investigations, and a roadside field sobriety testing kit and approve making the appropriate Budget Amendment when appropriate costs and accounts are determined (see letter from D Catholdi).
6. Authorize the Town Supervisor to extend the consulting services agreement with former Deputy Commissioner Steve Zimmer (Finance) – Request from Tricia Van Putte for Town Board action to authorize the Town Supervisor to extend the agreement at the rate of \$65.00 per hour on an as needed basis through June 30, 2025 (see letter from T Van Putte).

7. Request for the Town Board to adopt the 202-B Sewer District Improvements/Equipment purchases resolution in consideration of the publicly noticed meeting held on January 22, 2025 at 7:00 pm (Sewer) – Request from Earl Johnson for Town Board action to adopt the proposed 202-B Sewer District resolution for the Sewer District's purchase of consisting of (i) the purchase (one-third of the cost) of Vehicle Inspection Platforms to be shared with the Highway Department in an amount not to exceed \$6,600 and (ii) the design for Allen's Creek Road Sanitary Sewer project in an amount not to exceed \$175,000 (collectively, the "Projects"); Funds were approved to be appropriated by the Town Board at their November 13, 2024, meeting when the Special District Budgets were approved and no bonding will be necessary (see letter from E Johnson).
8. Request for the Town Board to authorize the Town Supervisor to sign the Cyber Insurance Policy renewal at an annual rate of \$15,070 (Town Clerk) - Request from Earl Johnson and Dan Aman for Town Board action to approve the annual cyber insurance renewal contract and premium of \$15,070 (a decrease of 5%, or \$780, from the 2024 calendar year (see letter from E. Johnson).
9. Authorization to solicit bids as necessary for goods and services as indicated and included in the 2025 budget (Public Works/Highway/Sewer Depts.) – Request from Jim Sprague for Town Board action to authorize solicitation of bids for goods and services as indicated in the attached communication. All goods and services to be bid have been included in the 2025 budget and State, County, City or other bids will be utilized when in the best interest of the Town (see letter from J Sprague).
10. Authorization to solicit bids as necessary for goods and services for Town Facilities as indicated and included in the 2025 budget (Public Works/Facility Dept.) – Request from Jim Sprague for Town Board action to authorize solicitation of bids for goods and services for Town Facilities as indicated in the attached communication. All goods and services to be bid have been included in the 2025 budget and State, County, City or other bids will be utilized when in the best interest of the Town (see letter from J Sprague).
11. Authorize the extending the total abatement removal contract with DSA services up to \$1,000,000 due to additional discovered areas in need of remediation (DPW) – Request from Ken Hurley for Town Board action to authorize extending total abatement removal contract with DSA services up to \$1,000,000 (from \$643,000) due to additional discovered areas in need of remediation with updates being provided at each FASC meeting on the progress of this abatement and demolition work (see letter from K Hurley).

### **EXECUTIVE SESSION – Discuss employment of particular persons**

**The next regularly scheduled meeting of the FASC will be held on  
WEDNESDAY, February 5, 2025, at 8:30 a.m.  
in ROOM #159 at Empire State University, 680 Westfall Road.  
All members of the public are invited to attend FASC meetings.**

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



## Finance Department

Earl Johnson  
Director of Finance

January 10, 2025

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

Re: Professional Service Agreement with Municipal Solutions, Inc

Dear Honorable Town Board Members:

The Department of Public Works has recommended a 12 Corners LED Replacement Project that will convert the town-owned lighting fixtures in and around the 12 Corners Park to LED “Brighton-style” harp lamps using some of the remaining SAM Grant Cobra Head Lighting Grant. The original intended scope of this grant was completed in 2023, so the remaining funds are available for use for this project which has been determined to be congruent with the original scope. That initial Grant was for \$125,000 and we expect there to remain \$24,333.87 which will be used toward this project.

The cost of the fixtures plus installation is estimated to be roughly \$44,000 which will be about \$20,000 higher than the remaining grant funds. Part of the reason actual electric costs have been coming in lower is because previous LED conversions have decreased our energy expenditures. We are asking for approval to proceed with this project in 2025 by making the following budget amendment:

A.DPW.5182.3989	NYS AID (Revenue)	\$24,333.87 (Automatic YE BA)
A.DPW.5182.4.21	Gas & Electric (Expense)	(\$20,000.00)
A.DPW.5182.2.60	Facility Improvements (Expense)	\$44,333.87

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



## Brighton Police Department

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



David Catholdi  
Chief of Police

January 15, 2025

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

Dear Board Members:

**Re: \$ 500.00 Donation to the Police Department from the Cohens**

Recently, the Police Department received a donation of \$500.00 from Howard and Daphne Cohen.

I request that the Town Board authorize the acceptance of this gift, and that the donation be recorded as revenue in **A.POLCE 3120.2705 Gifts and Donations.**

Sincerely,

David Catholdi  
Chief of Police

Attachment

HOWARD I. COHEN  
DAPHNE HOLLAND COHEN  
157 MONTEROY ROAD  
ROCHESTER, NY 14618

50-17/223

5734

DATE 12-26-24

PAY TO THE  
ORDER OF

Brighton Police Department

\$ 500—

Five hundred and 00/100

DOLLARS



Security Features  
Included  
Details on Back

**CHASE**

JPMorgan Chase Bank, N.A.  
www.Chase.com

MEMO

Chief's Discretion

MP

⑆022300173⑆

115082602165⑈5734



## Brighton Police Department

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



David Catholdi  
Chief of Police

January 15, 2025

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

Dear Board Members:

**Re: \$1000.00 Donation to the Police Department from the Marjorie Alaimo.**

Recently, the Police Department received a donation of \$1000.00 from Marjorie Alaimo.

I request that the Town Board authorize the acceptance of this gift, and that the donation be recorded as revenue in **A.POLCE 3120.2705 Gifts and Donations.**

Sincerely,

David Catholdi  
Chief of Police

Attachment

MARJORIE H ALAIMO  
DEBORAH TESTA  
90 TOWPATH LN.  
ROCHESTER, NY 14618

50-365  
223 20

504

DATE

Jan 3 - 25

SPECIALTY LEMON HIGH SECURITY



PAY TO  
THE ORDER OF

Brighton Police  
One Thousand Dollars

\$1,000

DOLLARS

Heat  
Reactive  
Ink



Canandaigua  
National  
Bank & Trust  
www.cnbank.com

MEMO

Donation

Marjorie H. Alaimo

⑆022303659⑆ 1109622618⑈ 0504

LOOK FOR FRAUD-DETECTING FEATURES INCLUDING THE SECURITY SQUARE AND HEAT-REACTIVE INK. DETAILS ON BACK.





## Brighton Police Department

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



David Catholdi  
Chief of Police

January 10, 2025

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

**RE: New York State FY 2021 Edward Byrne Memorial Justice Assistance Grant (JAG)**

Dear Board Members:

The Brighton Police Department has secured a one-time \$189,273.00 Byrne Memorial Justice Assistance Grant. The funds will enhance officer safety and bolster our community engagement efforts. The funding will be for a fence to separate our police patrol vehicle parking lot from the public, replacement of external ballistic vests, trauma kit replacements, new E-bikes for our bicycle patrol unit, storage drawer units for our police vehicles, a new identification card printer upgrade, an electronic whiteboard for major case investigations, and a roadside field sobriety testing kit.

Approval is requested for the Supervisor to accept the grant's terms and conditions through the New York State Department of Criminal Justice Services' Grant Management System.

Once the grant is accepted and approved, I request that appropriations be placed in a revenue account determined by the Director of Finance who will also post a budget amendment to the appropriate revenue and expense accounts for the \$189,273.00 grant. At the time of purchase, the funds will be spent from the appropriate expense accounts.

Respectfully,

David Catholdi  
Chief of Police



## Division of Criminal Justice Services

KATHY HOCHUL  
Governor

ROSSANA ROSADO  
Commissioner

CILLIAN FLAVIN  
Deputy Commissioner

### Grant Award Notice

Grantee/Contractor: <b>Town of Brighton / Town of Brighton Police Department</b>	Date: 12/23/2024
Program Name: Law Enforcement Equipment	Award Amount: \$189,273 <sup>1</sup>
Signatory Name and Title: David Catholdi, Chief	Term Dates: TBD
Email: <a href="mailto:david.catholdi@townofbrighton.org">david.catholdi@townofbrighton.org</a>	Contract Number: C633128
Program Description: To support the purchase of a fence, vests, trauma kits, and bikes for the Department.	
<b>The following additional information is provided as required when grants are supported with federal funding:</b>	
<u>Federal Award Identification Information</u>	
Award Name: New York State FY 2021 Edward Byrne Memorial Justice Assistance Grant (JAG) Program Application Federal Award Number: 15PBJA-21-GG-00284-JAGX Name of the Federal Award Agency: Bureau of Justice Assistance (BJA) Federal Award Lapse Date: 9/30/2025 Total Amount of Federal Award: \$ 8,955,920 Federal Fiscal Year of Funds: FFY 21 Catalog of Federal Domestic Assistance (CFDA) Title and Number: 16.738 Edward Byrne Memorial Justice Assistance Grant Program	
<b>Grant Questions</b>	
<b>Primary Contact</b> Grace Feeney-Caswell, Public Safety Grants Representative NYS Division of Criminal Justice Services Office of Program Development and Funding Phone: 518.457.2203 Email: <a href="mailto:grace.feeney-caswell@dcjs.ny.gov">grace.feeney-caswell@dcjs.ny.gov</a>	<b>Secondary Contact</b> Meagan Armstrong, Public Safety Grants Representative NYS Division of Criminal Justice Services Office of Program Development and Funding Phone: 518.485.5569 Email: <a href="mailto:meagan.armstrong@dcjs.ny.gov">meagan.armstrong@dcjs.ny.gov</a>

<sup>1</sup> The award amount listed above is contingent upon the completion and submission (as applicable) of all contractual obligations as well as approval by the NYS Division of Budget and execution of the grant contract by the NYS Office of the State Comptroller. This funding is provided by the Division of Criminal Justice Services (DCJS) with federal funds through the Bureau of Justice Assistance. Grantees receiving these funds will be subject to federal rules, regulations, and reporting requirements.

Thank you for all the work you do. We look forward to working with you in our continued efforts to safeguard the health and safety of all New York residents and visitors.



## Personnel Department

Tricia Van Putte  
Director of Personnel

January 12, 2025

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

Re: Extension of Steve Zimmer Consulting Agreement

Dear Finance and Administrative Services Committee & Town Board Members:

In September an agreement was signed with Steve Zimmer, Former Deputy Commissioner of Public Works & Sewer Superintendent, for consulting services from September 1, 2024, to February 28, 2025.

I am requesting that the consulting services agreement date be extended to June 1, 2025. Extending the date will allow for Steve to train the newly promoted Deputy Commissioner, Bill Haefner and to continue to support the Highway and Sewer Department.

I will be happy to respond to any questions you may have regarding this matter.

Sincerely,

*Tricia VanPutte*

Tricia VanPutte  
Director of Personnel

Cc: Earl Johnson, Director of Finance

## AGREEMENT

THIS AGREEMENT, made this \_\_\_\_ day of \_\_\_\_\_, in the year 2025, 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 Steve Zimmer, residing at 100 Van Voorhis Road, Pittsford, NY 14534, 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: Provide telephone and electronic consultation, special project work, advice, support, training, analysis, and in person meetings to support the Commissioner of Public Works and Deputy Commissioner of Public Works and other Town staff on an as needed basis to be determined by the Town.

2. The term of this agreement that began on September 1, 2024 and set to expire on February 28, 2025 shall be extended from March 1, 2025 to June 1, 2025. This contract may be terminated by either party within 30 days upon written notice to the other party and may be extended upon the mutual consent of the parties hereto. The number of hours that Contractor shall devote to providing services hereunder shall be determined by mutual consent of the Contractor and the Town.

3. The Town hereby agrees to pay the Contractor at a rate of Sixty Five and 00/100 Dollars (\$65.00) per hour, in full satisfaction of all expenses and compensation due the Contractor. If the Contractor is requested to attend in person

meetings or other matters at Town Hall, Contractor shall be entitled to a minimum charge of four hours. The Town will provide the Contractor with the use of a Town provided laptop computer, access to the Town computer network and e-mail address and privileges.

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 Commissioner of Public Works, or by his/her designee, audited by the Director or Acting Director of Finance of the Town of Brighton, and approved for payment by the Town Board. If this contract is terminated by the Town pursuant to paragraph 2, the Contractor will be paid based on the hours satisfactorily worked by Contractor prior to termination of this contract.

4. Upon 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 available therefore.

6. The Contractor agrees that they will not assign, transfer, convey, sublet or otherwise dispose of this contract or their 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. The Contractor covenants and agrees that they will conduct themselves consistent with their status, said status being that of an independent contractor, and that they will not 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 their activities under the terms of this agreement that they shall not discriminate against any person due to such person's race, color, creed, sex, sexual orientation or national origin, and that at all times they will abide by the applicable provisions of the Human Rights Law of

the State of New York as set forth in Section 290-301 of the Executive Law of the State of New York.

9. The Town agrees to indemnify, defend and hold the Contractor harmless from and against any claims or causes of action, including reasonable attorney's fees, which may be asserted against the Contractor arising out of this agreement or out of services which the Contractor may perform for the Town pursuant to this agreement other than claims arising from acts constituting gross negligence or willful or intentional injury to others.

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

TOWN OF BRIGHTON

By: \_\_\_\_\_  
William M. Moehle  
Supervisor

Dated: \_\_\_\_\_

CONTRACTOR

\_\_\_\_\_  
Steve Zimmer

Dated: \_\_\_\_\_



## Finance Department

Earl Johnson  
Director of Finance

January 22, 2025

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

Re: 202-b Consolidated Sewer District Resolution 2025 CIP

Dear Board Members:

Based upon the 202-b Public Notice and the Public Hearing of January 22, 2025, I am requesting that the Town Board approves the resolution determining that it is in the public interest to undertake the listed improvements on behalf of the Town of Brighton Consolidated Sewer District which were approved as part of the 2025 Capital Improvement Plan and Budget at an estimated cost of \$181,600 or lower.

In addition, please note that the public hearing discussed the following items:

1. the purchase (one-third of the cost) of Vehicle Inspection Platforms to be shared with the Highway Department in an amount not to exceed \$6,600; and
2. the design for Allen's Creek Road Sanitary Sewer project in an amount not to exceed \$175,000); (collectively, the "Projects").

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

At a regular meeting of the Town Board of the Town of Brighton, Monroe County, New York, duly held at the Empire State University, Room #159, 680 Westfall Road, Rochester, New York 14620 at 7:00 p.m. on January 22, 2025.

PRESENT: WILLIAM W. MOEHLE,  
Supervisor

CHRISTOPHER K. WERNER  
ROBIN R. WILT  
CHRISTINE E. CORRADO  
NATHANIEL V. SALZMAN,  
Councilmembers

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

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF BRIGHTON,  
MONROE COUNTY, NEW YORK (THE “TOWN”) PURSUANT TO  
SECTION 202-b OF THE TOWN LAW DETERMINING THAT IT IS IN  
THE PUBLIC INTEREST TO UNDERTAKE CERTAIN IMPROVEMENTS  
ON BEHALF OF THE TOWN OF BRIGHTON CONSOLIDATED SEWER  
DISTRICT**

WHEREAS, the Town Board of the Town of Brighton, Monroe County, New York (the “Town”) is considering whether to authorize certain improvements on behalf of the Town of Brighton Consolidated Sewer District (the “District”) consisting of (i) the purchase (one-third of the cost) of Vehicle Inspection Platforms to be shared with the Highway Department in an amount not to exceed \$6,600 for the Sewer Fund and (ii) the design for Allen’s Creek Road Sanitary Sewer project in an amount not to exceed \$175,000 (collectively, the “Projects”); funds were approved to be appropriated by the Town Board at their November 13, 2024, meeting when the Special District Budgets were approved and bonding will not be necessary; and

WHEREAS, the Town’s engineers have estimated that the maximum cost of the Projects are \$181,600; and

WHEREAS, by resolution adopted on January 8, 2025, at a regular meeting of the Town Board held on such date, the Town Board directed that a public meeting of the Town Board to be held at a regular meeting of the Town Board of the Town of Brighton, Monroe County, New York, duly held at the Empire State University, Room #159, 680 Westfall Road, Rochester, New York 14620 at 7:00 p.m. on January 22, 2025 to consider if it is in the public interest to undertake the Projects at a maximum cost of \$181,600 and to hear all persons interested in the subject thereof; and



WHEREAS, notice of said public hearing certified by the Town Clerk was duly published and posted as required by law, to wit: a duly certified copy thereof was published in the Daily Record, the official newspaper of the Town, on January 14th, 2025 and a copy of such notice was posted on January 10th, 2025 on the signboard maintained by the Town Clerk, and on the Town's website, pursuant to Town Law Section 30(6); and

WHEREAS, said public hearing was duly held at the time and place set forth in said notice, at which all persons desiring to be heard were duly heard.

NOW THEREFORE, THE TOWN BOARD OF THE TOWN OF BRIGHTON, MONROE COUNTY, NEW YORK HEREBY RESOLVES, AS FOLLOWS:

SECTION 1. Upon the advice of the Town's engineer and attorney, the Town Board hereby determines, pursuant to the State Environmental Quality Review Act and the regulations of the Department of Environmental Conservation promulgated thereunder (6 NYCRR Part 617.5) (collectively, "SEQRA"), that the Project constitutes a "Type II" action within the meaning of SEQRA and therefore no further action need be taken by the Town Board under SEQRA in connection with the Project or as a pre-condition to the adoption of this resolution.

SECTION 2. Based upon the evidence given at the aforesaid public hearing, it is hereby found and determined that it is in the public interest to undertake the Project as hereinabove described at the maximum cost of \$181,600. The Projects are hereby approved.

SECTION 3. The Town Clerk is hereby authorized and directed to cause a certified copy of this resolution to be duly recorded in the office of the County Clerk of Monroe County, New York within ten (10) days after the adoption hereof, in accordance with Section 195 of the Town Law.

SECTION 4. This resolution shall take effect immediately.

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

AYE

NAY

Dated: January 22, 2025



## Finance Department

Earl Johnson  
Director of Finance

January 13, 2025

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

Re: Beazley Group 2025 Cyber Insurance Policy

Dear Honorable Town Board:

The Town of Brighton Town Clerk Dan Aman solicited a renewal quote for town 2025 Cyber Insurance from the Beazley Group. The proposal is for the exact same coverage and a 5%, or \$780, decrease in cost to \$15,070. It is Dan Aman's recommendation that we accept this quote for our Cyber Insurance coverage as attached.

We are asking the Town Board to authorize the Town Supervisor to sign the renewal for our 2025 Cyber Insurance pending review by the Town Attorney.

We 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



# Highway Department

James Sprague, P.E.  
Highway Commissioner

January 13, 2025

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

Re: Authorization of Bids for 2025 (Highway/Sewer/DPW)

Dear Chairperson and Committee Members:

Authorization is requested to solicit bids as necessary for, including but not limited to, the following goods and services, which have been included in the approved 2024 Budget:

- Home Acres Entrance Monument Design and Construction
- Fence Repair Services
- Rectangular Rapid Flashing Beacon (RRFB) Installation Services
- Tree Maintenance and Removal Services
- Street Lighting Repair and Electrical Services
- Pavement profiling (milling)
- Gutter Replacement
- Curb Replacement and Installation
- Paver rental
- Vehicle tires and appurtenances
- Cured-in-place pipe lining
- Grouting sanitary sewer
- Equipment and Machinery per the 2025 approved budget
- Procurement of Highway Materials
- Procurement of Pavement and Signage Marking and appurtenances
- Building Repair and Maintenance
- Mowing
- Shredding Services
- GIGP Green Infrastructure Maintenance

Furthermore, it is recommended that the use of State, County, City or other bids also be authorized for goods and services, when in the best interest of the Town.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled January 22, 2025, meeting in the event that you have any questions regarding this matter.

Very truly yours,

Jim Sprague P.E.

cc: W. Haefner  
E. Johnson  
B. Ryan  
A. Banker  
B. Monroe  
J. Mancuso



## Highway Department

James Sprague, P.E.  
Highway Commissioner

January 13, 2025

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

re: Authorization of Bids/RFP's/RFPs for 2025  
DPW/Town Facilities

Dear Chairperson and Committee Members:

Authorization is requested to solicit bids for materials, equipment and services as necessary for, including but not limited to, the following goods and services, which have been included in the approved 2025 Budget.

Hardware, Cleaning, Landscaping Materials, Hand/Garden Tools, Paint, Electrical, Plumbing, HVAC and Miscellaneous Building Supplies.

Furthermore, it is recommended that the use of State, County, City or other bids also be authorized for the above goods and services, when in the best interest of the Town.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled January 22, 2025, meeting in the event that you have any questions regarding this matter.

Very truly yours,

Jim Sprague, PE

cc: C. Roscoe  
W. Haefner  
G. Donofrio  
E. Johnson  
A. Banker  
B. Monroe  
J. Mancuso



**Public Works Department**  
Commissioner of Public Works – James P. Sprague, P.E.

**Ken Hurley, P.E.**  
Town Engineer

January 13, 2025

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

Re: Brighton Town Hall Renovation Project – Demolition and Abatement Contract- Additional Abatement Work

Dear Councilperson Salzman and Committee Members:

On January 6, 2025, the Abatement Contractor, DSA Services, began work at the Town Hall. As previously discussed, when construction on the building began, we would be able to physically view additional areas requiring asbestos abatement that could not be viewed during staff occupancy. The Abatement Contractor has divided the Town Hall building into seven (7) independent work areas. As the work progresses through each area, the Contractor would set up containment and air treatment boundaries. When time comes to move to the next containment area, the containment set up will be disassembled and moved to the next work area. The Contractor is currently set up in the first clean-up area and has identified two additional areas that could potentially contain asbestos and will be tested. The areas that are identified as containing asbestos will be proposed to be removed. The abatement design engineer (Lu Engineers) will design a new abatement plan for the identified areas. This process could potentially take up to one week to provide an abatement plan for asbestos removal.

We recommend increasing the limit for abatement removal contract with contingencies to a maximum approved construction cost of \$1,000,000, changed from the original \$643,000 (award price and original contingency). This process would allow the Supervisor to approve change orders in a timely fashion that allows the asbestos to be tested, removal designed, and abatement work started within each abatement work area prior to moving to the next work area.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled January 15, 2025, meeting in the event that you have any questions regarding this matter. As always, your consideration of matters such as this is greatly appreciated.

Sincerely,

Ken Hurley, P.E.  
Department of Public Works

Cc: Sara Krusenstjerna