

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

**Meeting Date: Wednesday, June 4, 2025 (8:30 a.m.)  
Location: Empire State University Room #159**

1. Approval of Minutes – Receive and file minutes from May 21, 2025.
2. Presentation from Enterprise Fleet Management reviewing the Enterprise leasing program as it applies to the Town of Brighton – Presented by Micheal Gallagher, Client Strategy Manager (see provided presentation documents).
3. East Avenue Project progress update (SAM Grant Utilization Plan).
4. Request for the Town Board to authorize the Recreation Department to accept a donation from Jackie Marchand, owner of the Brighton business Woman Tours, for \$280.00 to support the second 2025 Brighton Community Bike Ride (Recreation) – Request from Rebecca Cotter for the Recreation Department to accept a donation from Jackie Marchand, owner of the Brighton business Woman Tours, for \$280.00 to support the second 2025 Brighton Community Bike Ride in recognition of the Town of Brighton's efforts to contribute to our community's sustainability which includes bicycle-friendly tails and street bike lanes for riders of all ages and abilities and make the necessary budget amendment to Gifts and Donations to offset program costs (see letter from R. Cotter).
5. Request for the Town Board to authorize the Recreation Department to accept a donation from Town Councilmember Christopher Werner, and his wife Elissa Werner, for \$280.00 to support the third 2025 Brighton Community Bike Ride (Recreation) – Request from Rebecca Cotter for the Recreation Department to accept a donation from Town Councilmember Christopher Werner, and his wife Elissa Werner, for \$280.00 to support the third 2025 Brighton Community Bike Ride in recognition of the Town of Brighton's efforts to contribute to our community's sustainability which includes bicycle-friendly tails and street bike lanes for riders of all ages and abilities and make the necessary budget amendment to Gifts and Donations to offset program costs (see letter from R. Cotter).
6. Request for Town Board to give permission to declare two (2) Elan City EVOLIS Radar Speed Display Signs and batteries as surplus and transfer them to the Brighton Central School District for their use on school property (Police) – Request from Police Chief Catholdi for the Town Board to give permission to the Chief of Police to declare two (2) Elan City EVOLIS Radar Speed Display Signs and batteries as surplus, as they have been replaced and are no longer in use, and transfer them to the Brighton Central School District for their use on school property (see letter from D. Catholdi).

7. Request for Town Board to accept the retirement of Officer Julio Montes after over seventeen years of service with distinction for the Town of Brighton effective June 28, 2025 (Police) – Request from Police Chief Catholdi for Town Board action to accept the retirement of Officer Julio Montes, with regret, after over seventeen years of service with distinction for the Town of Brighton effective June 28, 2025 (see letter from D. Catholdi).
8. Request for the Town Board to authorize the Police Department to accept a donation from Paulette S. Politsch in the amount of \$20,000.00 to support Brighton Police Department (Police) – Request from Police Chief Catholdi for the Police Department to accept a donation from Paulette S. Politsch in the amount of \$20,000.00 to support Brighton Police Department for items outside of the normal operating budget and make the necessary budget amendment to Gifts and Donations to offset those costs (see letter from D. Catholdi).
9. Town Hall Renovation progress update (ongoing when necessary).

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

**The next regularly scheduled meeting of the FASC will be held on  
WEDNESDAY, June 18, 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\*\***



Town of  
**Brighton**

## Public Works Department

Commissioner of Public Works – Glen Layton

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

June 2, 2025

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

Re: East Avenue SAM Grant Remaining Funds

Dear Councilperson Salzman and Committee Members:

This past spring, construction for the East Avenue Sidewalk was completed. Due to design changes, the construction cost was considerably reduced from the original budgeted amount. The Town received a SAM Grant in the amount of \$750,000. With the reduced scope and cost, the project cost was less than the approved SAM Grant. Through discussions between the Grant Administrators and our Finance Department, we were notified that Town needed to spend at least 90% of the approved grant to be eligible to receive the grant money. We were told that the surplus grant money could be spent on any Capital Improvement project or purchase. In addition to the reduced construction cost, there was a reduction in engineering design and construction inspection also. When we receive the final construction invoice, it is anticipated that there will be approximately \$280,000 to \$300,000 of grant funds remaining.

Earlier this year, the Highway Department submitted a request to FASC to spend a portion of the remaining East Avenue grant money on a loader with attachments for approximately \$125,000, leaving approximately \$150,000-\$175,000 of surplus grant money. We are requesting that this Committee concur that we apply the remaining grant money towards the purchase an emergency generator that will be installed as part of the Town Hall Renovation project. We have received a purchase order from Stark Tech Services in the amount of \$281,500 for the generator (equipment only). We would be able to apply the remaining SAM grant towards the full amount of the East Avenue Sidewalk, full amount for the loader, and the remaining funds could be applied to a portion of the generator.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled June 4, 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: Glen Layton  
Bill Haefner

**Concord Electric Corp**

305 Pinewild Drive Suite 4  
Rochester, NY 14606

(585)436-6870

Fax: (585)436-5766

**PURCHASE ORDER**

**P.O. number:** 2511 8

**P.O. date:** 1/28/25

**To:**

Stark Tech Services, LLC  
95 Stark Street  
Tonawanda, NY 14150

**Attn:****Ship to:**

Concord Electric Corp  
305 Pinewild Drive Suite 4  
Rochester, NY 14606

**Project:** Brighton Town Hall Renovation

Please show this code on your billing: 2511 8

**Ship via:**

**Description****Amount**

Generator, ATS & Load Bank Per Attached Quote

281,500.00

Conditions of Sale: HOLD FOR RELEASE - Subject to Owner/Architect/Engineer Approval

1 - Per Plans, Specs & Addendum

2- Tax Exempt

3- Includes All Field Training, Meetings, Commissioning and Pretesting as Required

4 - Required Copies of O&M Manuals - Electronic and Hard Copies

5 - All Freight Included

6 - Includes all Spares per Specs, Lamps, Fuses and All Hardware for a Complete System

**Total:** \$ 281,500.00

Please Ship to Concord Office, with 24 hours notice to Scott Taylor (585)370-4819

**Please Ship to Concord Address Shown Above - MARK ALL CARTONS WITH JOB NAME AND PO#**

Concord Electric Corp



DATE: January 24, 2025  
TO: Concord Electric

## PROJECT: Brighton Town Hall

**Quote Number: 0020923189**

We appreciate the opportunity to provide the following equipment and/or services for your consideration on this project. This specific selection is configured in accordance with our understanding of the project specifications and/or requirements.

### BILL OF MATERIAL

**Quantity 1 - Generac Industrial gaseous engine-driven generator, turbocharged/aftercooled 12 cylinder 25.8L engine, consisting of the following features and accessories:**

- Stationary Emergency-Standby rated
- Natural Gas fuel system
- **500kW Rating, wired for 277/480 VAC three phase, 60 Hz**
- Permanent Magnet Excitation
- Upsized Alternator for 80 Deg. C Temp Rise
- UL2200
- EPA Non Emergency Certified
- **Level 2 Acoustic Enclosure, Steel**
  - Motorized Dampers
  - Industrial Grey Baked-On Powder Coat Finish
- Power Zone Digital Control Panel for Single or MPS Generators
  - Meets NFPA 99 and 110 requirements
  - 7" Resistive Color Touchscreen
    - Built-in Webserver
    - Auto/Manual/Off key switch, Alarm Indication, Not in Auto Indication, audible alarm, emergency stop switch
    - RS485, Ethernet and CANbus ports
- 1200 Amp MLCB, LSI Electronic Trip, 100% Rated
- 150 Amp Secondary MLCB, Thermal/Magnetic, 80% Rated (Load Bank Breaker)
- 100 Amp Third MLCB, Thermal/Magnetic, 80% Rated (Load Bank Breaker)
- Battery Heating Pads
- Battery Charger, 10 Amp, NFPA 110 compliant, installed
- 225 AH, 1155 CCA Group 8D Batteries, with rack, installed
- Block Heater, 2400W 208V
- Air Filter Restriction Indicator
- MLCB Auxiliary Contacts Wired to Control Panel
- Crankcase Oil Heater
- Engine Run Relay

**Stark Equipment, LLC.**

SPECIALIZING IN HVAC, CRITICAL POWER, BOILER, INDUSTRIAL COMBUSTION & CLEAN ROOM APPLICATIONS

**Starktech.com**



**EQUIPMENT**  
**Total Facilities Optimization**

- Flex Fuel Line
- Industrial Connectivity Gateway Device
- Ground Fault Annunciator
- Oil Temp Sender
- 21 Light Remote Annunciator - Surface-Mount (Integral 8 Function Relay Board)
- Remote Emergency Stop Switch, Break-Glass, shipped loose
- Arc Energy Reduction
- Std set of 3 Manuals
- 2-Year Extended Warranty

**Quantity 1 - Automatic Transfer Switch: ATS-EQ**

- **1200 Amp, 4 pole, 277/480 VAC three phase, 60 Hz, with 2-Wire Start Circuit**
- Service Entrance Rated
- UL Listed 1008 by ETL
- NEMA 1 Enclosure
- Delayed Transition Transfer
  - Remote Load Shed Contact
- Ethernet Communications Module
- Metering Package
- 2-Year Extended Warranty

**Quantity 1 - Automatic Transfer Switch: ATS-LS**

- **150 Amp, 4 pole, 277/480 VAC three phase, 60 Hz, with 2-Wire Start Circuit**
- UL Listed 1008 by ETL
- NEMA 1 Enclosure
- Delayed Transition Transfer
- Ethernet Communications Module
- Metering Package
- 2-Year Extended Warranty

**Quantity 1 – Avtron Freestanding Resistive Load Bank**

- **100kW Rated**
- 480 VAC three phase, 60 Hz
- UL Listed
- NEMA 3R Freestanding Selfcooled Enclosure
- Remote Control Display – Shipped Loose (Installed by Others)
- Standard 2-Year Limited warranty

**Stark Equipment, LLC.**

SPECIALIZING IN HVAC, CRITICAL POWER, BOILER, INDUSTRIAL COMBUSTION & CLEAN ROOM APPLICATIONS

**Starktech.com**



## PRICING SUMMARY

- Pricing is Valid for 30 days
- NFPA110 Onsite Testing with 4 Hr Full Load Bank Test
- 2 Year Maintenance Contract

### **Exceptions:**

- **Exception Taken to Closed Transition Transfer Switches.**
- **Exception Taken to ATS-LS being Service Entrance Rated. ATS has overcurrent protection from Normal and Emergency sources.**

Quantity	TAG	Description	Price
1	EQUIPMENT	Generator / ATS's / MTS / Load Bank with Freight	
1	SERVICES	Equipment Startup / Site Testing Services / Maintenance Contract	
		Total Price NOT Including Sales Tax (add as applicable)	<b>\$281,500.00</b>

## PROJECT NOTES

- **Submittals:** Approximately 2-3 weeks from receipt of purchase order.
- **Lead Time:** Approximately 24-30 weeks for generator, Load Bank and MTS / 62 weeks for ATS-EQ / 7-10 weeks for ATS-LS from receipt of approved submittals or authorized release.
- **Receiving:** Equipment Receiving, Unloading or Rigging is not included and is the responsibility of others.
- **Installation:** Installation including any site wiring is not included and is the responsibility of others.
- **Freight Terms:** If included, freight charges are delivery to FOB Factory.
- **Startup:** Factory authorized startup & associated configuration/testing is to be performed during normal business hours. After hours or weekend site services are available at an additional cost, to be quoted as an adder if desired.



**EQUIPMENT**  
*Total Facilities Optimization*

**PLEASE ADDRESS PURCHASE ORDERS TO:**

Stark Equipment, LLC.  
95 Stark St.  
Tonawanda, NY 14150

**PLEASE EMAIL YOUR PURCHASE ORDER TO THE CONTACT BELOW.**

We appreciate the opportunity to work with you on this project. If you have any questions, please reach out to our office referencing the below contact information.

Thank you.

**Corey Monks**

Stark Equipment | Market Sales Leader  
(office address) 300 Mile Crossing Blvd, Rochester NY 14624  
(cell) 585.770.8463 | (email) [MonksC@starktech.com](mailto:MonksC@starktech.com)

**Stark Equipment, LLC.**

SPECIALIZING IN HVAC, CRITICAL POWER, BOILER, INDUSTRIAL COMBUSTION & CLEAN ROOM APPLICATIONS

[Starktech.com](http://Starktech.com)



## TERMS AND CONDITIONS

- Quotation Valid for 30 days
- Price does not include tax or installation. Any applicable taxes must be added.
- Payment Terms are Net 30 Days from equipment shipment date (from factory) or 100% payment for Equipment prior to startup, whichever comes first. Terms acknowledgment must be listed on accepted purchase orders. Credit Acceptance is subject to Stark Tech's credit approval. Any unpaid invoice amounts after 30 days past due are to be subject to a 1.5% monthly finance charge. Payment obligations are not dependent or contingent upon the manner in which purchaser may receive payment from others. No retainage against this order will be permitted unless agreed to at the time of purchase order acceptance.
- Factory ordered equipment held for shipment is subject to a 1% storage fee per month unless order is paid in full.
- All quoted lead times are estimates and outside of our control. Therefore, Stark Equipment LLC will not be responsible for any incidental or liquidated damages.
- Stark Equipment LLC. will not accept retainage of any kind without prior written approval.
- Cancellation or modifications of all or part of any order are subject to Seller's prior written consent in each instance. If cancellation or modification is allowed, Buyer agrees to pay to Seller all expenses incurred and damage sustained by Seller on account of the cancellation or modification, plus a reasonable profit.
- Indemnification –
  - Buyer will defend, indemnify, and hold harmless Seller and its parent company, their respective subsidiaries, affiliates, successors, and assigns and their respective directors, officers, shareholders, and employees from and against any loss, injury, death, damage, liability, claim, deficiency, action, judgment, interest, award, penalty, fine, cost, fees (including import and export customs fees), or expense (including reasonable attorney and professional fees and costs, and the cost of enforcing any right to indemnification hereunder and the cost of pursuing any insurance providers) ("Claims") arising out of or occurring in connection with the negligence or willful misconduct of Buyer or its employees or agents, including but not limited to: (i) any misuse or modification of the Products by Buyer or its employees or agents, (ii) any act (or failure to act) by Buyer or its employees or agents in contravention of any safety procedures or instructions that Seller provides to Buyer or its employees or agents, or (iii) the failure to store, install, operate, or maintain the Products in accordance with the Instructions.
  - Seller will defend, indemnify, and hold harmless Buyer and its subsidiaries, affiliates, successors, and assigns and their respective directors, officers, shareholders, and employees from and against any Claims arising out of or occurring in connection with the negligence or willful misconduct of Seller or its employees or agents.
- If the equipment proposed includes any on site startup, equipment configuration and/or acceptance testing requirements Stark Equipment LLC. will subcontract those services to our appropriate equipment service entity. i.e. Robert L. Kistler Service Corp. (HVAC Services); Emergency Power Systems (Critical Power Services) Buckpitt (Boiler, Combustion & Control Services).



## Contractor Exempt Purchase Certificate

To be used **only** by contractors who are registered with the Tax Department for sales tax purposes.

**To vendors:**

You must collect tax on any sale of taxable property or services unless the contractor gives you a properly completed exempt purchase certificate not later than 90 days after the property is sold or service is rendered. In addition, you must keep the certificate for at least three years, as explained in the instructions.

**This form cannot be used to purchase motor fuel or diesel motor fuel exempt from tax.**

**To contractors and vendors:** Read the instructions on pages 3 and 4 carefully before completing or accepting this certificate.

Name of seller Stark Tech Services, LLC	Name of purchasing contractor Concord Electric Corporation		
Street address 95 Stark Street	Street address 305 Pinewild Drive Suite 4		
City Tonawanda	State NY	ZIP code 14150	City Rochester
			State NY
			ZIP code 14606

1. I have been issued a New York State *Certificate of Authority*, 16-1478213, to collect  
(enter your sales tax identification number)  
New York State and local sales and use tax, and that certificate has not expired or been suspended or revoked.

2. The tangible personal property or service being purchased will be used on the following project:

Brighton Town Hall Renovation

located at 2300 Elmwood Ave Rochester, NY 14618

for and with Town of Brighton

pursuant to prime contract dated Nov 13, 2024.

3. These purchases are exempt from sales and use tax because:

(Mark an **X** in the appropriate box; for further explanation, see items A through Q in the instructions on pages 3 and 4.)

A. The tangible personal property will be used in the above project to create a building or structure or to improve real property or to maintain, service, or repair a building, structure, or real property, owned by an organization exempt under Tax Law section 1116(a). (For example, New York State government entities, United States governmental entities, United Nations and any international organization of which the United States is a member, certain posts or organizations of past or present members of the armed forces, and certain nonprofit organizations and Indian nations or tribes that have received New York State sales tax exempt organization status.) The tangible personal property will become an integral component part of such building, structure, or real property.

B. The tangible personal property is production machinery and equipment, and it will be incorporated into real property.

C. The tangible personal property will be used:

- in an Internet data center when the property is to be incorporated as part of a capital improvement; or
- directly and predominantly in connection with telecommunications services for sale or Internet access services for sale; or
- directly and predominantly by a television or radio broadcaster in connection with producing or transmitting live or recorded programs.

D. The tangible personal property, including production machinery and equipment, is for installation in the above project and will remain tangible personal property after installation.

E. The tangible personal property will become an integral component part of a building, structure, or real property, used predominantly (more than 50%) either in the production phase of farming or in a commercial horse boarding operation, or in both.

**Note: This certificate is not valid unless the purchaser completes the certification on page 2.**

- F.** The machinery or equipment will be used directly and predominantly to control, prevent, or abate pollution or contaminants from manufacturing or industrial facilities.
- G.** The tangible personal property is residential or commercial solar energy systems equipment. **(Note:** Item G purchases are exempt from the 4% New York State tax rate and from the %% MCTD rate. Item G purchases may be exempt from local taxes. See instructions.)
- H.** The tangible personal property will be used directly and exclusively in adding to, altering, or improving a qualifying tenant's leased premises for use as commercial office space in Eligible Area A or B as described in TSB-M-05(12)S, *Sales and Use Tax Exemptions on Certain Purchases of Tangible Personal Property and Services for Leased Commercial Office Space in Lower Manhattan*, provided that the tangible personal property becomes an integral component part of the building in which the leased premises are located, and where such property is purchased during the first year of the qualifying tenant's lease and delivered to the leased premises no later than 90 days after the end of that first year.
- I.** The tangible personal property is machinery or equipment used directly and predominantly in loading, unloading, and handling cargo at a qualified marine terminal facility in New York City. This exemption does **not** apply to the local tax in New York City.
- J.** The tangible personal property is commercial fuel cell systems equipment. **(Note:** Item J purchases are exempt from the 4% New York State tax rate and from the %% MCTD rate. Item J purchases may be exempt from local taxes. See instructions.)
- K.** The tangible personal property will be used in a project for an exempt Housing Development Fund Corporation (HDFC).
- L.** The services are for the project described in line 2 on page 1 and will be resold. (This includes trash removal services in connection with repair services to real property.)
- M.** The services are to install, maintain, service, or repair tangible personal property used in an Internet data center, for telecommunication or Internet access services, or for radio or television broadcast production or transmission.
- N.** The services are to install, maintain, service, or repair tangible personal property that will be used predominantly either in farm production or in a commercial horse boarding operation, or in both provided such tangible personal property will become an integral component part of such structure, building, or real property.
- O.** The services are to install residential or commercial solar energy systems equipment.
- P.** The services are to install tangible personal property purchased during the first year of the qualifying tenant's lease and delivered to the leased premises no later than 90 days after the end of that first year, that will be used directly and exclusively in adding to, altering, or improving a qualifying tenant's leased premises for use as commercial office space in Eligible Area A or B as described in TSB-M-05(12)S.
- Q.** The services are to install or maintain commercial fuel cell systems equipment.

**Caution:** Contractors may **not** use this certificate to purchase services tax exempt unless the services are resold to customers in connection with a project. Construction equipment, tools, and supplies purchased or rented for use in completing a project but that do not become part of the finished project may not be purchased exempt from tax through the use of this certificate.

**Certification:** I certify that the above statements are true, complete, and correct, and that no material information has been omitted. I make these statements and issue this exemption certificate with the knowledge that this document provides evidence that state and local sales or use taxes do not apply to a transaction or transactions for which I tendered this document and that willfully issuing this document with the intent to evade any such tax may constitute a felony or other crime under New York State Law, punishable by a substantial fine and a possible jail sentence. I understand that this document is required to be filed with, and delivered to, the vendor as agent for the Tax Department for the purposes of Tax Law section 1838 and is deemed a document required to be filed with the Tax Department for the purpose of prosecution of offenses. I also understand that the Tax Department is authorized to investigate the validity of tax exclusions or exemptions claimed and the accuracy of any information entered on this document.

Type or print name and title of owner, partner, or authorized person of purchasing contractor Patrice Rosone, Corporate Secretary	
Signature of owner, partner, or authorized person of purchasing contractor <i>Patrice Rosone</i>	Date prepared 11-13-2024



Town of  
**Brighton**

Recreation  
Department

Rebecca Cotter  
Recreation Director

May 29, 2025

Honorable Town Board  
Town of Brighton  
2300 Elmwood Avenue  
Rochester, NY 14618

**Re: \$280.00 Donation to Brighton Recreation from Woman Tours, Jackie Marchand**

Dear Honorable Members:

I am requesting that your Honorable Town Board accept a donation in the amount of \$280 in support of the Brighton Recreation Department July Brighton Community Bike Ride.

This donation was received from Brighton business, Woman Tours. Funds will be recorded as a revenue in the Recreation Department Gifts and Donations account (A.Rec.7310 2705) and will be used to offset the cost of the program.

Sincerely,

*Rebecca J. Cotter*

Rebecca J. Cotter  
Recreation Director  
Town of Brighton

Encl.



Town of  
**Brighton**

Recreation  
Department

**Rebecca Cotter**  
Recreation Director

May 29, 2025

Honorable Town Board  
Town of Brighton  
2300 Elmwood Avenue  
Rochester, NY 14618

**Re: \$280.00 Donation to Brighton Recreation from  
Brighton Town Council Member Christopher Werner**

Dear Honorable Members:

I am requesting that your Honorable Town Board accept a donation in the amount of \$280 in support of the Brighton Recreation Department September Brighton Community Bike Ride.

This donation was received from Brighton Town Council Member Christopher Werner and his wife, Elissa Werner. Funds will be recorded as a revenue in the Recreation Department Gifts and Donations account (A.Rec.7310 2705) and will be used to offset the cost of the program.

Sincerely,

*Rebecca J. Cotter*

Rebecca J. Cotter  
Recreation Director  
Town of Brighton

Encl.



Town of  
**Brighton**

# Brighton Police Department

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



David Catholdi  
Chief of Police

May 30, 2025

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

## **RE: Traffic Box Surplus**

Dear Board Members:

We are requesting permission to declare the (2) Elan City EVOLIS Radar Speed Display Signs and batteries as surplus. The software for the signs is outdated. The signs have been replaced by the ATS radar signs and are no longer in use.

We are requesting that the signs be surplussed to the Brighton Central School District. The district has expressed their desire for the signs to use on their school property.

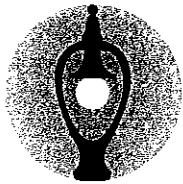
With your declaration, the Police Department will make the arrangements necessary to prepare and transport the Radar Speed Display Signs to the school district.

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

Respectfully,

David Catholdi  
Chief of Police

CDC: jp



Town of  
**Brighton**

# Brighton Police Department

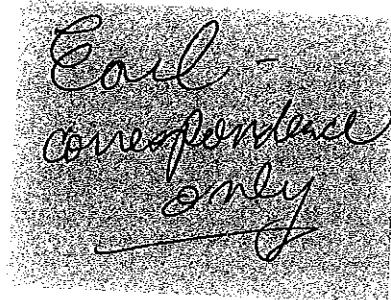
2300 Elmwood Avenue  
Rochester, New York 14618  
(585) 784-5150



David Catholdi  
Chief of Police

May 23, 2025

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



## **RE: Retirement of Sergeant Julio Montes**

Dear Board Members:

I received notice from Sergeant Julio Montes that he is retiring from the Brighton Police Department, which will be effective June 28, 2025. He has served with distinction at the Brighton Police Department since November 10, 2007.

During the course of his career, Sergeant Montes made significant contributions to the police department and to the community. His law enforcement career began with the Village of Medina Police Department in November 2004.

It is with regret that I recommend the acceptance of Sergeant Montes's retirement from the Brighton Police Department, effective June 28, 2025. I know that we all wish Julio and his family success and happiness in his retirement.

Respectfully,

David Catholdi  
Chief of Police

CDC: jp

c: Tricia Van Putte, Director of Personnel  
Daniel Aman, Town Clerk  
Earl Johnson, Director of Finance

RECEIVED MAY 22 2025



Town of  
**Brighton**

## Brighton Police Department

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



*PERSONNEL FILE*

David Catholdi  
Chief of Police

5/21/25

Chief Catholdi,

I am writing this letter to advise you of my intention to retire as a police officer from the Brighton Police Department on June 27, 2025. The decision to retire was not an easy one, but after a lot of thought and discussion with my family we felt it was the right time. I would like to thank you for your support throughout my career. I have grown so much personally and professionally and always appreciated your advise and leadership.

Becoming a police officer has been one of the most challenging and rewarding accomplishments in my life. I will certainly miss the job but I will mostly miss my Brighton Police Family who I have grown close to throughout the years.

Thank you for your understanding and if there is ever anything you need from me please let me know.

Respectfully,

  
Sergeant Julio David Montes



Town of  
**Brighton**

## Brighton Police Department

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



David Catholdi  
Chief of Police

May 23, 2025

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

Dear Board Members:

### **Re: \$20,000.00 Donation to the Police Department from Paulette S. Politsch**

Recently, the Police Department received a donation of \$20,000.00 from Paulette S. Politsch.

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**. This revenue was directed to be used only for the Brighton Police Department and items outside of the normal operating budget. If not expensed in the current year, it should be carried over to future years until fully spent.

I will be happy to answer any questions you may have. I want to thank Ms. Politsch for the very generous donation.

Sincerely,

David Catholdi  
Chief of Police

Attachment



**Bank Of America**  
Commercial Disbursement Account  
Northbrook, IL

No **5011576**

70-2328  
0719

MP

Pay:  
\*\*\*TWENTY THOUSAND DOLLARS AND NO CENTS\*\*\*

Date: 05/15/2025

To The Order Of:  
BRIGHTON POLICE DEPARTMENT

**PAY** **\$20,000.00**

*Joyce R. Mantis*

Memo:  
DONOR: PAULETTE S. POLITSCH  
2025 QCD

Present For Payment Within 180 Days

MP

5011576 0719232840 8765803350