TOWN BOARD ORGANIZATIONAL MEETING
January 2, 2024 at 12:00 p.m.

Brighton Town Hall
2300 Elmwood Avenue
Rochester, NY 14618

MEETING CALLED TO ORDER

ROLL CALL

APPROVAL OF AGENDA

ORGANIZATIONAL MEETING BUSINESS

MATTER RE: Ratify the regular meeting schedule of the Brighton Town Board for 2024 (see Resolution #1 and schedule).

MATTER RE: Ratify the 2024 Brighton Town Hall holiday schedule (see Resolution #2 and schedule).

MATTER RE: Authorize approval of proposed 2024 Public Works Committee meeting schedule (see Resolution #28 and proposed schedule).

MATTER RE: Authorize approval of proposed 2024 Public Safety Committee meeting schedule (see Resolution #27 and proposed schedule).

MATTER RE: Authorize approval of proposed 2024 Finance and Administrative Services Committee (FASC) meeting schedule (see Resolution #31 and proposed schedule).

MATTER RE: Authorize approval of proposed 2024 Community Services Committee meeting schedule (see Resolution #32 and proposed schedule).

MATTER RE: Designate The Daily Record as the official newspaper of the Town of Brighton for the year 2024 (see Resolution #3).


MATTER RE: Appoint Marc L. Frankel as Constable of the Town of Brighton for a one-year term commencing January 1, 2024 and ending December 31, 2024 (see Resolution #5 and letter from Marc L. Frankel dated December 13, 2023.)

MATTER RE: Appoint Michael M. Phillips, CPA, as Constable of the Town of Brighton for a one-year term commencing January 1, 2024 and ending December 31, 2024 (see Resolution #6 and letter from Michael M. Phillips, CPA dated December 14, 2023).
MATTER RE: Designate Town
- Building Inspectors
- Environmental Review Liaison Officer
- Code Enforcement Officers; and
- Secretaries to various Town Advisory Boards effective January 1, 2024 through December 31, 2024 (see Resolution #11 and letter from Evert Garcia, Commissioner of Public Works, dated December 27, 2023).

MATTER RE: Authorize agreement to spend highway repair funds in 2024 which are allocated in the 2024 budget (see Resolution #13 and letter from Evert Garcia, Commissioner of Public Works, dated December 26, 2023).

MATTER RE: Appoint Evert Garcia, as Commissioner of Public Works and Highway Superintendent, effective January 1, 2024 through December 31, 2024 and;

Steve Zimmer as Deputy Commissioner of Public Works, Deputy Highway Superintendent, Deputy Highway Superintendent and Superintendent of Sewer Maintenance effective January 1, 2024 through December 31, 2024 (see Resolution #14, memorandum from Town Supervisor Moehle dated December 29, 2023 and letter from Evert Garcia, Commissioner of Public Works dated December 15, 2023).

MATTER RE: Appoint Bruce Blackman and Caitlin Rudolfs as Animal Control Officers (part-time) of the Town of Brighton for term of one year, commencing January 1, 2024 and ending December 31, 2024 (see Resolution #15 and letter dated December 6, 2023 from Police Chief David Catholdi).

MATTER RE: Authorize Supervisor to execute part-time program and vendor services contracts for 2024 for the Town’s Parks and Recreation Department (see Resolution #24 and letter dated December 12, 2023 from Rebecca Cotter, Recreation Director).

MATTER RE: Ratifies and approves all appointments made by the Supervisor in 2023 of all seasonal, on-call and temporary staff and authorizes the Supervisor to appoint seasonal, on-call and temporary staff for the year 2024 (see Resolution #16 and 2023 listing).

MATTER RE: Designate authorized depositories and adopt Deposit and Investment Policy for 2024 (see Resolution #9 and letter dated January 2, 2024 from Earl Johnson, Director of Finance and copy of Policy).

MATTER RE: Authorize petty cash and change funds for the year 2024 (see Resolution #10 and memorandum dated January 2, 2024 from Earl Johnson, Director of Finance).

MATTER RE: Appointment of Daniel Aman, Town Clerk, as Receiver of Taxes for a two-year term commencing January 1, 2024 and ending December 31, 2025 (see Resolution #25 and memorandum dated December 16, 2023 from Town Supervisor Moehle).

MATTER RE: Appointment of Brighton Town Supervisor William W. Moehle, Town Clerk Daniel Aman and former Town Justice Karen Morris as Marriage Officers for a two-year term commencing January 1, 2024 through December 31, 2025 (see Resolution #30).
MATTERS OF THE SUPERVISOR:

MATTER RE: Appointment of MaryJo Lanphear as Town Historian to the Town for a term commencing January 1, 2024 through December 31, 2024 (see Resolution #17 and letter dated December 29, 2023 from Town Supervisor Moehle).

MATTER RE: Appointment of particular Council Members as Chairs and members of the Public Works, Public Safety, Finance & Administrative Services (FASC) and Community Services Committees (see Resolution #29 and assignment memorandum dated December 29, 2023 from Town Supervisor Moehle).

MATTERS OF THE TOWN CLERK:

MATTER RE: Adopt Records Retention Schedule for 2024 (see Resolution #19 and memorandum from Daniel E. Aman, Town Clerk dated January 2, 2024).

MATTER RE: Presentation of Salary and Payroll Schedule for the period January 1, 2024 to December 31, 2024 (see Resolution #22 and 2024 schedule).

NEW BUSINESS:

MATTER RE: Reading and Approval of Claims

MATTER RE: Reappointments to the Architectural Review Board, Brighton Memorial Library Board of Trustees, Conservation Board, Parks and Recreation Advisory Board, Planning Board, Sustainability Oversight Advisory Committee, Board of Assessment Review, Inclusion, Diversity, and Equity Advisory Board, and Historic Preservation Commission (see Resolution #1NB).

MOTION TO GO INTO EXECUTIVE SESSION

ADJOURN:

NEXT TOWN BOARD MEETING:
Wednesday, January 10, 2024
Brighton Town Hall
2300 Elmwood Avenue
7:00 p.m.
ORGANIZATIONAL MEETING BUSINESS
At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2024 at Brighton Town Hall, 2300 Elmwood Avenue in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE
Supervisor

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

Councilmembers

RESOLVED, that the Town Board hereby ratifies and approves that the Regular Meetings of the Town Board of the Town of Brighton, Monroe County, New York, be held as set forth on the attached schedule during the year 2024.

All said meetings of the Town Board shall be scheduled to begin at 7:00 p.m. with an Open Forum except as noted on the attached schedule.

Dated: January 2, 2024

WILLIAM W. MOEHLE, SUPERVISOR Voting __________
CHRISTOPHER K. WERNER, COUNCILMEMBER Voting __________
ROBIN R. WILT, COUNCILMEMBER Voting __________
CHRISTINE E. CORRADO, COUNCILMEMBER Voting __________
NATHANIEL V. SALZMAN, COUNCILMEMBER Voting __________
## 2024 TOWN BOARD MEETINGS

2nd & 4th Wednesday of each month at 7:00 p.m.  
(unless otherwise indicated)

<table>
<thead>
<tr>
<th>Month</th>
<th>Date</th>
<th>Notes</th>
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<tbody>
<tr>
<td>January</td>
<td>2</td>
<td>Organizational Meeting (Tues. at noon)*</td>
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<td>November</td>
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<td>26 (Tues.)</td>
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<tr>
<td>December</td>
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<td>No second Dec. mtg.</td>
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### January 2025

Jan. 2 Organizational Meeting (Thurs. at noon)*

*Open Forum is not held for organizational meetings.*
At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2024 at Brighton Town Hall, 2300 Elmwood Avenue in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE
Supervisor

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

Councilmembers

RESOLVED, that the Town Board hereby ratifies and approves the Holiday Schedule for the Town of Brighton, Monroe County, New York, as set forth on the attached schedule during the year 2024.

Dated: January 2, 2024

WILLIAM W. MOEHLE, SUPERVISOR Voting __________
CHRISTOPHER K. WERNER, COUNCILMEMBER Voting __________
ROBIN R. WILT, COUNCILMEMBER Voting __________
CHRISTINE E. CORRADO, COUNCILMEMBER Voting __________
NATHANIEL V. SALZMAN, COUNCILMEMBER Voting __________
## 2024 Holiday Schedule

Listed below are the proposed 2024 holidays to be observed as paid holidays for non-represented full-time and qualifying part-time permanent Town personnel:

<table>
<thead>
<tr>
<th>#</th>
<th>Holiday</th>
<th>Date</th>
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<tbody>
<tr>
<td>1</td>
<td>New Year's Day</td>
<td>Monday, January 1</td>
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<tr>
<td>2</td>
<td>Martin Luther King, Jr. Day</td>
<td>Monday, January 15</td>
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<td>3</td>
<td>Presidents' Day</td>
<td>Monday, February 19</td>
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<td>4</td>
<td>Spring Holiday</td>
<td>Friday, March 29</td>
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<tr>
<td>5</td>
<td>Memorial Day</td>
<td>Monday, May 27</td>
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<td>6</td>
<td>Juneteenth</td>
<td>Wednesday, June 19</td>
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<td>7</td>
<td>Independence Day</td>
<td>Thursday, July 4</td>
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<tr>
<td>8</td>
<td>Labor Day</td>
<td>Monday, September 2</td>
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<td>9</td>
<td>Indigenous Peoples Day</td>
<td>Monday, October 14</td>
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<tr>
<td>10</td>
<td>Veterans Day</td>
<td>Monday, November 11</td>
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<tr>
<td>11</td>
<td>Thanksgiving Day</td>
<td>Thursday, November 28</td>
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<td>12</td>
<td>Day-After Thanksgiving</td>
<td>Friday, November 29</td>
</tr>
<tr>
<td>13</td>
<td>Christmas Day</td>
<td>Wednesday, December 25</td>
</tr>
</tbody>
</table>

The Chief of Police and the Commissioner of Public Works (with regard to Highway/Sewer Department personnel) have the discretion to alter the holiday schedule to better meet the work schedule demands of their departments.
At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2024 at Brighton Town Hall, 2300 Elmwood Avenue in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE
Supervisor

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

Councilmembers

RESOLVED, that a proposed schedule of 2024 Public Works Committee meeting dates is hereby received and filed; and be it further

RESOLVED, that the Town Board hereby adopts the schedule of 2024 Public Works Committee meeting dates as received and filed.

Dated: January 2, 2024

WILLIAM W. MOEHLE, SUPERVISOR  Voting

CHRISTOPHER K. WERNER, COUNCILMEMBER  Voting

ROBIN R. WILT, COUNCILMEMBER  Voting

CHRISTINE E. CORRADO, COUNCILMEMBER  Voting

NATHANIEL V. SALZMAN, COUNCILMEMBER  Voting
PUBLIC WORKS MEETING

2024 SCHEDULE

Unless notified otherwise, all meetings are scheduled for 9:15 a.m. or immediately following the Public Safety meeting in the Town Hall Auditorium on the 2nd Tuesday of each month.

JANUARY 9, 2024
FEBRUARY 13, 2024
MARCH 12, 2024
APRIL 9, 2024*
MAY 14, 2024
JUNE 11, 2024
JULY 9, 2024
AUGUST 13, 2024
SEPTEMBER 10, 2024
OCTOBER 8, 2024
NOVEMBER 12, 2024
DECEMBER 10, 2024

*April meeting subject to change based on date for Eid ul Fitr in 2024
At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2024 at Brighton Town Hall, 2300 Elmwood Avenue in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE  
Supervisor

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

Councilmembers

RESOLVED, that a proposed schedule of 2024 Public Safety Committee meeting dates is hereby received and filed; and be it further

RESOLVED, that the Town Board hereby adopts the schedule of 2024 Public Safety Committee meeting dates as received and filed.

Dated: January 2, 2024

WILLIAM W. MOEHLE, SUPERVISOR  Voting  
CHRISTOPHER K. WERNER, COUNCILMEMBER  Voting  
ROBIN R. WILT, COUNCILMEMBER  Voting  
CHRISTINE E. CORRADO, COUNCILMEMBER  Voting  
NATHANIEL V. SALZMAN, COUNCILMEMBER  Voting  

Brijtres01-02-2024-27
PUBLIC SAFETY COMMITTEE
2024 MEETING SCHEDULE

Unless notified otherwise, all meetings are scheduled for 8:00 a.m. in the Town Hall Auditorium on the 2\textsuperscript{nd} Tuesday of each mon.

- Tuesday January 9, 2024
- Tuesday February 13, 2024
- Tuesday March 12, 2024
- Tuesday April 9, 2024
- Tuesday May 14, 2024
- Tuesday June 11, 2024
- Tuesday July 9, 2024
- Tuesday August 13, 2024
- Tuesday September 10, 2024
- Tuesday October 8, 2024
- Tuesday November 12, 2024
- Tuesday December 10, 2024
At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2024 at Brighton Town Hall, 2300 Elmwood Avenue in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE
Supervisor
CHRISTOPHER K. WERNER
ROBIN R. WILT
CHRISTINE E. CORRADO
NATHANIEL V. SALZMAN

Councilmembers

RESOLVED, that a proposed schedule of 2024 Finance and Administrative Services Committee (FASC) meeting dates is hereby received and filed; and be it further

RESOLVED, that the Town Board hereby adopts the schedule of 2024 Finance and Administrative Services Committee meeting dates as received and filed.

Dated: January 2, 2024

WILLIAM W. MOEHLE, SUPERVISOR  Voting  _________
CHRISTOPHER K. WERNER, COUNCILMEMBER  Voting  _________
ROBIN R. WILT, COUNCILMEMBER  Voting  _________
CHRISTINE E. CORRADO, COUNCILMEMBER  Voting  _________
NATHANIEL V. SALZMAN, COUNCILMEMBER  Voting  _________
FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE
2024 MEETING SCHEDULE

All meetings are scheduled for the Stage Conference Room or the Town Auditorium
At 8:30 a.m. (unless otherwise noted)

- Wednesday January 3
- Wednesday, January 17
- Wednesday, February 7
- Wednesday, February 21
- Wednesday, March 6
- Wednesday, March 20
- Wednesday, April 3
- Wednesday, April 17
- Wednesday, May 1
- Wednesday, May 15
- Wednesday, June 5
- Tuesday, June 18
- Wednesday, July 3
- Wednesday, July 17
- Wednesday, August 7
- Wednesday, August 21
- Wednesday, September 4
- Wednesday, September 18
- Wednesday, October 2
- Wednesday, October 16
- Wednesday, November 6
- Wednesday, November 20
- Wednesday, December 4
- Wednesday, December 18

*Have communications and documents to Director of Finance by noon on the Friday before with originals to the Assistant to the Supervisor.
At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2024 at Brighton Town Hall, 2300 Elmwood Avenue in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE, Supervisor
JASON S. DIPONZIO
CHRISTOPHER K. WERNER
ROBIN R. WILT
CHRISTINE E. CORRADO, Councilmembers

RESOLVED, that a proposed schedule of 2024 Community Services Committee meeting dates is hereby received and filed; and be it further

RESOLVED, that the Town Board hereby adopts the schedule of 2024 Community Services Committee meeting dates as received and filed.

Dated: January 2, 2024

WILLIAM W. MOEHLE, SUPERVISOR Voting __________
CHRISTOPHER K. WERNER, COUNCILMEMBER Voting __________
ROBIN R. WILT, COUNCILMEMBER Voting __________
CHRISTINE E. CORRADO, COUNCILMEMBER Voting __________
NATHANIEL V. SALZMAN, COUNCILMEMBER Voting __________
COMMUNITY SERVICES COMMITTEE
2024 MEETING SCHEDULE

Location: Brighton Recreation Center, 1666 Winton Road (GPS only, no mail), Multipurpose Room
Date: Third Wednesdays of the Month
Time: 9:30 AM – 11:30 AM
(Unless otherwise noted*)

January 17th
February 21st
March 20th
April 17th
May 15th
June 18th **
July 17th
August 21st
September 18th
October 16th
November 20th
December 18th

*All Meetings will immediately follow Finance and Administrative Services Committee (FASC) Meeting and may convene slightly later than anticipated.

**Please note change in day.
At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2024 at Brighton Town Hall, 2300 Elmwood Avenue in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE
Supervisor

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

Councilmembers

RESOLVED, that The Daily Record, be and hereby is appointed as the official newspaper of the Town of Brighton, County of Monroe, State of New York for the year of 2024 for publication of notices, resolutions and ordinances, pursuant to the authority contained in the Town Law of the State of New York, Section 64, Subdivision 11.

Dated: January 2, 2024

WILLIAM W. MOEHLE, SUPERVISOR    Voting        ________
CHRISTOPHER K. WERNER, COUNCILMEMBER    Voting        ________
ROBIN R. WILT, COUNCILMEMBER    Voting        ________
CHRISTINE E. CORRADO, COUNCILMEMBER    Voting        ________
NATHANIEL V. SALZMAN, COUNCILMEMBER    Voting        ________
At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2024 at Brighton Town Hall, 2300 Elmwood Avenue in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE
Supervisor

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

Councilmembers

RESOLVED, that the Town Board pursuant to Town Law Section 64 hereby adopts the Scott, Foresman Robert's Rules of Order, Newly Revised, 12th Edition (2020) as the rules of its procedure for 2024.

Dated: January 2, 2024

WILLIAM W. MOEHLE, SUPERVISOR Voting
CHRISTOPHER K. WERNER, COUNCILMEMBER Voting
ROBIN R. WILT, COUNCILMEMBER Voting
CHRISTINE E. CORRADO, COUNCILMEMBER Voting
NATHANIEL V. SALZMAN, COUNCILMEMBER Voting

Brightres01-02-2024-04
At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2024 at Brighton Town Hall, 2300 Elmwood Avenue in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE
Supervisor

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

Councilmembers

RESOLVED, that correspondence from Marc L. Frankel, dated December 12, 2022 be received and filed, and be it further;

RESOLVED, that Marc L. Frankel, be and hereby is appointed as Constable of the Town of Brighton for a term of one (1) year commencing January 1, 2024 and ending December 31, 2024.

RESOLVED, that this appointment shall be without salary, but that he shall possess all the powers and duties of a constable in civil actions and proceedings only, and shall be entitled to collect the statutory fees allowed by law in such civil actions and proceedings subject to the filing of a surety bond in the amount of $12,000 and taking the required Oath of Office

Dated: January 2, 2024

WILLIAM W. MOEHLE, SUPERVISOR Voting __________
CHRISTOPHER K. WERNER, COUNCILMEMBER Voting __________
ROBIN R. WILT, COUNCILMEMBER Voting __________
CHRISTINE E. CORRADO, COUNCILMEMBER Voting __________
NATHANIEL V. SALZMAN, COUNCILMEMBER Voting __________
December 13, 2023

Mr. William Moehle
Brighton Town Supervisor
2300 Elmwood Avenue
Rochester, New York 14618

Dear Mr. Moehle,

I am writing to officially inform you of my interest in seeking reappointment to a twenty eighth term to the Brighton Town Constable position when the Brighton Town Board organizational meeting takes place in January 2024. I look forward to continuing to serve the Town of Brighton and its residents.

I appreciate your continued confidence in me.

Very truly yours,

Marc L. Frankel
At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2024 at Brighton Town Hall, 2300 Elmwood Avenue in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE
Supervisor

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

Councilmembers

RESOLVED, that correspondence from Michael M. Phillips, CPA, dated December 14, 2023 be received and filed, and be it further;

RESOLVED, that Michael M. Phillips, CPA, be and hereby is appointed as Constable of the Town of Brighton for a term of one (1) year commencing January 1, 2024 and ending December 31, 2024.

RESOLVED, that this appointment shall be without salary, but that he shall possess all the powers and duties of a constable in civil actions and proceedings only, and shall be entitled to collect the statutory fees allowed by law in such civil actions and proceedings subject to the filing of a surety bond in the amount of $12,000 and taking the required Oath of Office

Dated: January 2, 2024

WILLIAM W. MOEHLE, SUPERVISOR  Voting  
CHRISTOPHER K. WERNER, COUNCILMEMBER  Voting  
ROBIN R. WILT, COUNCILMEMBER  Voting  
CHRISTINE E. CORRADO, COUNCILMEMBER  Voting  
NATHANIEL V. SALZMAN, COUNCILMEMBER  Voting  

Brigtres01-02-2024-06
December 14, 2023

William Moehle, Supervisor
Town of Brighton
2300 Elmwood Avenue
Rochester, NY 14618-2145

Dear Bill,

Please accept this letter as a means to inform you that I would like to continue in my capacity as an appointed Town of Brighton Constable.

How fast the years go by...this will mark 15 years as a Constable!

I understand that the Town Board will act upon reappointments at the organizational meeting to be held in January, 2024.

I look forward to continuing to serve the residents of the Town of Brighton.

Sincerely,

Michael M. Phillips, CPA
At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2024 at Brighton Town Hall, 2300 Elmwood Avenue in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE
Supervisor

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

Councilmembers

RESOLVED, that the Town Board receive and file a letter dated December 27, 2023 from Evert Garcia, Commissioner of Public Works regarding Designation of Staff; and be it further

RESOLVED, that Rick DiStefano is hereby designated as the Environmental Review Liaison Officer; and be it further

RESOLVED, that Rick DiStefano and Edward Shero are hereby designated as Code Enforcement Officers/Town Building Inspectors for the Comprehensive Development Regulations; and be it further

RESOLVED, that the Commissioner of Public Works, the Associate Planner, the Planner, the Town Engineer, the Town Architect and the Fire Marshal of the Town are hereby designated as other officials to carry out the functions of the office of Building Inspector, as laid out in the Comprehensive Development Regulations and those sections of the Town Code relating to Junk Cars, Occupations Requiring Licenses, Unsafe Building and Collapsed Structures and Property Maintenance as well as any other Local Laws, Ordinances or Town Codes designating enforcement to be carried out by the Building Inspector, all as more fully described in the above referenced correspondence; and be it further

RESOLVED, that the Associate Planner, Planner and the Planning Technician be designated as Secretaries to various Town Advisory Boards, all as assigned in above referenced correspondence.

Dated: January 2, 2024

WILLIAM W. MOEHLE, SUPERVISOR Voting __________
CHRISTOPHER K. WERNER, COUNCILMEMBER  Voting  __________
ROBIN R. WILT, COUNCILMEMBER  Voting  __________
CHRISTINE E. CORRADO, COUNCILMEMBER  Voting  __________
NATHANIEL V. SALZMAN, COUNCILMEMBER  Voting  __________
December 27, 2023

Supervisor William W. Moehle and the Honorable Town Board
Brighton Town Hall
2300 Elmwood Avenue
Rochester, New York 14618

Re: Designation of Staff for 2024

Dear Supervisor Moehle and Town Council Members:

Subject to your consideration and concurrence, the following staff assignments are proposed for 2024:

1) It is recommended that Rick DiStefano, Senior Planner, be designated as:

   (a) Enforcement officer for chapters 51, 62, 66, 73, 76, 78, 85, 91, 94, 125, 129, 175, 211, 215 and any other applicable sections of the Town Code;
   (b) Code enforcement officer/building inspector for the Comprehensive Development Regulations;
   (c) An 'other official' to carry out the functions of the building inspector, including the receipt of applications for and the issuance of certificates of compliance;
   (d) Secretary to the Zoning Board of Appeals;
   (e) Secretary to the Conservation Board; and,
   (f) Environmental Review liaison officer.

2) It is recommended that Jason Haremza, Planner, be designated as:

   (a) An 'other official' to carry out the functions of the building inspector, including the receipt of applications for and the issuance of certificates of compliance;
   (b) Secretary to the Planning Board; and,
   (c) Secretary to the Historic Preservation Commission.
   (d) Interim Secretary to the Architectural Review Board

3) Upon hire it is recommended that the Planning Technician, be designated as:

   (a) Secretary to the Architectural Review Board.
It is recommended that Christopher Roth, Fire Marshal, be designated as:

(a) Enforcement officer for chapters 28, 46, 51, 66, 73, 85, 91, 94, 129, 175, 211 and any other applicable sections of the Town Code;
(b) Code enforcement officer/building inspector for the Comprehensive Development Regulations;

It is recommended that Edward Shero, Building Inspector, be designated as:

(a) Enforcement officer for chapters 51, 66, 73, 85, 91, 94, 129, 175, 211 and any other applicable sections of the Town Code;
(b) Code enforcement officer/building inspector for the Comprehensive Development Regulations;

It is recommended that Eric Castle, Part-Time Permanent Assistant Building Inspector, be designated as:

(a) Enforcement officer for chapters 51, 66, 73, 85, 91, 94, 129, 175, 211 and any other applicable sections of the Town Code;
(b) Code enforcement officer/building inspector for the Comprehensive Development Regulations;

It is recommended that Patricia Hinckley, AIA, be designated as:

(a) Enforcement officer for chapters 51, 73 and any other applicable sections of the Town Code;
(b) Code enforcement officer/building inspector for the Comprehensive Development Regulations;

It is recommended that Kenneth Hurley, P.E., Town Engineer, be designated as:

(a) Enforcement officer for chapters 51, 66, 85, 91, 129, 175, 211 and 215 of the Town Code; and,
(b) Code enforcement officer/building inspector for the Comprehensive Development Regulations.
(c) Local Administrator for Chapter 211 Flood Damage Prevention

As always, thank you for your consideration in matters such as this.

Respectfully,

Evert Garcia, PE
Commissioner of Public Works

cc: R. DiStefano
    J. Haremza
    C. Roth
    P. Hinckley
    E. Shero
    E. Castle
    B. Monroe
    J. Mancuso
At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2024 at Brighton Town Hall, 2300 Elmwood Avenue in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE
Supervisor
CHRISTOPHER K. WERNER
ROBIN R. WILT
CHRISTINE E. CORRADO
NATHANIEL V. SALZMAN

Councilmembers

RESOLVED, that correspondence dated December 26, 2022 from Evert Garcia, Superintendent of Highways and Commissioner of Public Works, concerning the authorization of an agreement to spend highway funds, be received and filed; and be it further,

RESOLVED, that the Town Board hereby agrees to execute and deliver an agreement with the Commissioner of Public Works/Superintendent of Highways to expend highway funds for road repairs during 2024, pursuant to Highway Law, Section 284, as more fully described in the adopted Budget for the year 2024, which agreement shall be in form and substance as approved by the Attorney for the Town, and the expenditures authorized by which agreement shall not exceed the funds budgeted in account D.HWY.5110 in the 2023 Town Budget.

Dated: January 2, 2024

WILLIAM W. MOEHLE, SUPERVISOR Voting __________
CHRISTOPHER K. WERNER, COUNCILMEMBER Voting __________
ROBIN R. WILT, COUNCILMEMBER Voting __________
CHRISTINE E. CORRADO, COUNCILMEMBER Voting __________
NATHANIEL V. SALZMAN, COUNCILMEMBER Voting __________
December 26, 2023

Supervisor William W. Moehle and the Honorable Town Board
Brighton Town Hall
2300 Elmwood Avenue
Rochester, New York  14618

Re:  Authorize Agreement for Expenditure of 2024 Highway Funds

Dear Supervisor Moehle and Town Council Members:

Pursuant to Section 284 of the Highway Law, I request your concurrence to authorize the expenditure of funds allocated in the 2024 budget, D. HWY.5110, for highway maintenance and repairs. The form and content of the agreement shall be as deemed suitable by the Attorney to the Town. As always, thank you for your consideration in matters such as this.

Respectfully,

Evert Garcia, PE
Commissioner of Public Works and Superintendent of Highways

cc:   S. Zimmer
      A. Banker
      E. Johnson
      J. Mancuso
At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2024 at Brighton Town Hall, 2300 Elmwood Avenue in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE
Supervisor

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

RESOLVED, that correspondence dated December 29, 2023 from William W. Moehle, Brighton Town Supervisor, and dated December 15, 2023 from Evert Garcia, Commissioner of Public Works, be received and filed; and be it further

RESOLVED, that Evert Garcia, is hereby re-appointed as Commissioner of Public Works and Superintendent of Highways, effective January 1, 2024 through December 31, 2024; and be it further

RESOLVED, that Steve Zimmer is hereby re-appointed as Deputy Commissioner of Public Works, Deputy Highway Superintendent, and Superintendent of Sewer Maintenance for the Town of Brighton effective January 1, 2024 and ending December 31, 2024.

Dated: January 2, 2024

WILLIAM W. MOEHLE, SUPERVISOR Voting
CHRISTOPHER K. WERNER, COUNCILMEMBER Voting
ROBIN R. WILT, COUNCILMEMBER Voting
CHRISTINE E. CORRADO, COUNCILMEMBER Voting
NATHANIEL V. SALZMAN, COUNCILMEMBER Voting
MEMORANDUM

TO: Honorable Town Board
FROM: William W. Moehle, Town Supervisor
DATE: December 29, 2023
RE: Appointments of the Commissioner of Public Works, Superintendent of Highways, Deputy Commissioner of Public Works and Superintendent of Sewer Maintenance

I hereby recommend that Evert Garcia be reappointed Commissioner of Public Works, and Superintendent of Highways effective January 1, 2024 through December 31, 2024.

I further recommend that Steve Zimmer be reappointed Deputy Commissioner of Public Works, Deputy Superintendent of Highways, and Superintendent of Sewer Maintenance effective January 1, 2024 through December 31, 2024.
December 15, 2023

Supervisor William W. Moehle and the Honorable Town Board
Brighton Town Hall
2300 Elmwood Avenue
Rochester, New York 14618

Re: 2024 Appointment of Deputy Commissioner of Public Works

Dear Supervisor Moehle and Town Board Members:

I respectfully request your support of Mr. Steve Zimmer continuing to act in the capacity of Deputy Commissioner of Public Works, Deputy Highway Superintendent, and Superintendent of Sewer Maintenance through December 31, 2024 (or retirement, whichever comes first). Mr. Zimmer is an integral and extremely valuable asset to the DPW Operation Center. Said position of Deputy Commissioner of Public Works has been approved in the upcoming 2024 budget.

As always, thank you for your consideration in matters such as this.

Respectfully,

Evert Garcia, P.E.
Commissioner of Public Works, Superintendent of Highways

Cc: S. Zimmer
B. Monroe
J Mancuso
At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2024 at Brighton Town Hall, 2300 Elmwood Avenue in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE
Supervisor

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

Counilmembers

RESOLVED, that correspondence dated December 6, 2023 from Brighton Police Chief David Catholdi be received and filed; and be it further

RESOLVED, that Bruce Blackman and Caitlin Rudolfs are hereby appointed as Animal Control Officers (part-time) of the Town of Brighton, whose responsibilities include, but are not limited to, those of Dog Control Officers under Section 114 of the Agriculture and Markets Law of the State of New York, for terms of one year, commencing January 1, 2024 and expiring December 31, 2024.

Dated: January 2, 2024

WILLIAM W. MOEHLE, SUPERVISOR Voting __________
CHRISTOPHER K. WERNER, COUNCILMEMBER Voting __________
ROBIN R. WILT, COUNCILMEMBER Voting __________
CHRISTINE E. CORRADO, COUNCILMEMBER Voting __________
NATHANIEL V. SALZMAN, COUNCILMEMBER Voting __________
MEMORANDUM

TO: Supervisor Moehle and Honorable Town Board

FROM: David Catholdi, Chief of Police

SUBJECT: Appointment of Animal Control Officers

DATE: December 6, 2023

I respectfully request that the Town Board appoint the following persons to the position of Animal Control Officer (part time) for the calendar year 2024:

Bruce Blackman
3466 East Avenue
Rochester, N.Y. 14618

Caitlin Rudolfs
40 Blue Avocado Lane
Rochester, N.Y. 14623

This appointment will be for a period of one year, commencing on January 1, 2024.
At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2024 at Brighton Town Hall, 2300 Elmwood Avenue in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE
Supervisor

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

Councilmembers

WHEREAS, the Town contracts with various part-time program, special event service providers, and vendors throughout the year for various Parks and Recreation Departments programs and special events; it is therefore

RESOLVED, that letter dated December 12, 2023 from Rebecca Cotter, Recreation Director be received and filed; and be it further

RESOLVED, that the Supervisor is hereby authorized to execute agreements and/or contracts with various part-time program, special event service providers and/or vendors, based upon the recommendation of appropriate staff for the Parks and Recreation Departments for the year 2024 in such form or forms as reviewed and approved by the Attorney to the Town.

Dated: January 2, 2024

WILLIAM W. MOEHLE, SUPERVISOR
CHRISTOPHER K. WERNER, COUNCILMEMBER
ROBIN R. WILT, COUNCILMEMBER
CHRISTINE E. CORRADO, COUNCILMEMBER
NATHANIEL V. SALZMAN, COUNCILMEMBER

________

________

________

________
December 12, 2023

Honorable Finance Committee
Town of Brighton
2300 Elmwood Ave.
Rochester, NY 14618

Re: Authorization of Contracts for 2024

Dear Finance Committee Members:

I respectfully request that you authorize the Supervisor to approve and sign miscellaneous service provider contracts through the 2024 calendar year. Contracts are generated based on needs of the Department. All contracts will include specific details outlining the services provided to the Town.

I would be more than happy to answer any questions you may have regarding this request.

Sincerely,

Rebecca J. Cotter
Recreation Director
Town of Brighton
At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2024 at Brighton Town Hall, 2300 Elmwood Avenue in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE
Supervisor

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

Councilmembers

WHEREAS, the Town Board previously authorized Supervisor William W. Moehle to appoint seasonal, on-call and temporary employees for the Town during 2023, subject to ratification by the Town Board; and

WHEREAS, the Town Board desires to grant the same power to the Supervisor during 2024; it is therefore

RESOLVED, that the Town Board hereby ratifies and approves each and every seasonal, on-call and temporary appointment made by the Supervisor during 2023, a list of which appointments is attached hereto, and made a part hereof; and be it further

RESOLVED, that the Supervisor is hereby authorized to appoint seasonal, on-call and temporary employees of the Town based upon the recommendation of appropriate staff and subject to ratification by the Town Board at year end, in 2024.

Dated: January 2, 2024

WILLIAM W. MOEHLE, SUPERVISOR Voting ________
CHRISTOPHER K. WERNER, COUNCILMEMBER Voting ________
ROBIN R. WILT, COUNCILMEMBER Voting ________
CHRISTINE E. CORRADO, COUNCILMEMBER Voting ________
NATHANIEL V. SALZMAN, COUNCILMEMBER Voting ________
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At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2024 at Brighton Town Hall, 2300 Elmwood Avenue in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE
Supervisor

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

Councilmembers

RESOLVED, that correspondence dated January 2, 2024 from Finance Director Earl Johnson requesting the adoption of Deposit and Investment Policy for 2023 listing the banks, trust companies, and cooperative investment arrangements established in accordance with Articles 3-A and 5-G of the New York State Municipal Law authorized to do business in and with offices/branches located in the State of New York, be received and filed, and be it further

RESOLVED, that the Town's Deposit and Investment Policy, in the form attached to the above referenced correspondence, is hereby approved, and be it further

RESOLVED, that the following banks and trust companies are hereby designated as depositories in all or any of which the Supervisor, the Town Clerk, Town Justices, and the Receiver of Taxes and Assessments of the Town of Brighton may deposit moneys of the said Town coming into their hands by virtue of their offices:

JP Morgan Chase Bank
Key Bank
Bank of America
Canandaigua National Bank and Trust Company
M & T Bank; and be it further

RESOLVED, that the following financial institutions, cooperative investment arrangements, and security dealers are hereby designated as authorized for investment of money of the Town by the Director of Finance:

JP Morgan Chase Bank
Key Bank
Bank of America

Brigtres01-02-2024-09
Canandaigua National Bank and Trust Company
KeyBanc Capital Markets
NY CLASS
NY LAF
M & T Bank; and be it further

RESOLVED, that dollar limits as to the amount of deposits and/or investments that may be placed with any one bank, trust company, or cooperative investment arrangements listed herein shall be as provided in the Town's Deposit and Investment Policy, and be it further

RESOLVED, that the Supervisor, as Chief Fiscal Officer of the Town, is authorized to execute any and all agreements necessary to affect this Resolution.

Dated: January 2, 2024

WILLIAM W. MOEHLE, SUPERVISOR Voting __________
CHRISTOPHER K. WERNER, COUNCILMEMBER Voting __________
ROBIN R. WILT, COUNCILMEMBER Voting __________
CHRISTINE E. CORRADO, COUNCILMEMBER Voting __________
NATHANIEL V. SALZMAN, COUNCILMEMBER Voting __________
January 2, 2024

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

RE: Deposit and Investment Policy for 2024

Dear Town Board Members:

I request that your Honorable Body adopt the attached Deposit and Investment Policy for 2024 and authorize the Supervisor to execute any related banking and other documents as necessary to carry out such deposits and investments as required by the financial institutions in accordance with the Policy.

I am recommending increasing the limits for Canandaigua National Bank from $20 million to $25 million, KeyBanc Capital Markets from $20 million to $25 million and NYCLASS from $20 million to $25 million for the 2024 year. This sets those limits comparable to other institutions and in a declining rate environment we may want to employ strategies we normally use at those institutions to create longer term investments (for example, use a CD ladder strategy). All other terms and conditions as set forth in the Deposit and Investment Policy remain the same.

I would be happy to respond to any questions that members of the Town Board may have regarding this matter.

Sincerely,

Earl Johnson  
Earl Johnson  
Director of Finance
Policy Scope:

The following Deposit and Investment Policy shall apply to all financial resources available to the Town of Brighton for deposit and/or investment for the benefit of the Town or other individuals or entities.

Policy Objectives:

The Policy objectives of the Town of Brighton's deposit and investment activities are (in the order of their importance):

- to conform to all applicable Federal, State, and local government requirements;
- to adequately protect the principal amount of all deposits and investments;
- to plan for and provide sufficient liquidity for such deposits and investments sufficient to provide for payment of all operating and capital budget requirements in a timely manner;
- to obtain a reasonable rate of return, dependent on market conditions, on such deposits and investments.

Delegation of Authority:

Responsibility for oversight of the Town’s deposits and investments is vested in the Supervisor, as Chief Fiscal Officer of the Town (Town Law Sec 29). The Supervisor delegates daily responsibility for the administration of all deposits and investments to the Director of Finance, who shall establish procedures for daily program operation that are consistent with this Policy. All subsequent references regarding powers given to the Director of Finance shall be assumed to also extend to the Supervisor since he is the Chief Fiscal Officer.

Prudence and Care:

The Supervisor, Director of Finance, their designees, and all other Town employees involved in the deposit and/or investment process shall at all times act responsibly and with a great degree of care in that such financial resources are held in the public trust. They shall avoid any financial transaction that could, or might be construed to be, in violation of the public trust.
Diversification:

It shall be the policy of the Town of Brighton to diversify its deposits and investments. Diversification will further protect the principal amount of deposits and investments but may not serve to maximize interest earnings. No more than 80% of total available cash may be placed in any one particular bank, trust company or cooperative investment arrangement as established under General Municipal Law Article 3-A at any given time. It shall be the policy of the Town of Brighton to reasonably balance the needs for yield and protection of principal.

Internal Controls:

The Director of Finance shall establish and maintain an internal control structure to provide reasonable, but not absolute, assurance those deposits and investments are properly safeguarded and that such transactions are executed and recorded properly and made and managed in compliance with applicable laws and regulations and this Policy.

Deposits

As detailed in General Municipal Law Section 10 and this Policy, the Director of Finance may deposit funds in accordance with applicable statute and this Policy. In accordance with an annual resolution of the Town Board, the following commercial banks and/or trust companies have been designated as authorized depositories for funds of the Town and/or funds within the Town's control. This Policy further regulates such deposits by limiting deposits to the following maximum amounts:

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<th>Bank Name</th>
<th>Maximum Amount</th>
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<tr>
<td>Bank of America</td>
<td>$15,000,000</td>
</tr>
<tr>
<td>Canandaigua National Bank and Trust</td>
<td>$25,000,000</td>
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<tr>
<td>J.P. Morgan Chase Bank</td>
<td>$25,000,000</td>
</tr>
<tr>
<td>Key Bank</td>
<td>$10,000,000</td>
</tr>
<tr>
<td>M &amp; T Bank</td>
<td>$25,000,000</td>
</tr>
</tbody>
</table>

The above-listed maximum deposit amounts for M&T Bank and JP Morgan Chase Bank may be increased by an additional $20,000,000, to a maximum of $45,000,000 when the Receiver of Taxes is collecting and disbursing school tax payments.
Collateralizing of Deposits:

In accordance with the provisions of General Municipal Law Section 10, all deposits of the Town of Brighton, including Certificates of Deposit, in excess of amounts insured under the provisions of the Federal Deposit Insurance Act shall, at all times, be secured:

- by a pledge of "eligible securities" with an aggregate market value equal to or greater than the aggregate amount of deposits, together with agreed upon interest, to be secured in this manner. Such "eligible securities" permitted to secure Town deposits are indicated in Appendix A to this Policy. Specific types of securities qualifying as "eligible securities" are further identified in the State Comptroller's Local Government Management Guide titled Investing and Protecting Public Funds. The Director of Finance shall have discretionary authority to reject the pledge of specific eligible securities if he/she believes the securities to be inappropriate for use as collateral.

- and/or by an eligible surety bond payable to the Town of Brighton for an amount equal to or greater than the aggregate amount of deposits, together with agreed upon interest, to be secured in this manner. Such surety bond must be issued by an insurance company authorized to do business in New York, and whose claims' paying ability is rated in the highest rating category by at least two nationally recognized statistical rating organizations.

Safekeeping of Collateral Pursuant to Written Agreement:

Eligible securities used for collateralizing deposits shall be held by the depository bank or a third-party custodial agent, at the discretion of the Town of Brighton, and subject to written security and custodial agreements.

The legally required written security agreement shall provide that eligible securities are being pledged to secure deposits of the Town, together with agreed upon interest (if any), and any costs or expenses arising out of the collection of such deposits upon default. The agreement shall also provide any conditions under which securities may be sold, presented for payment, substituted, or released, as well as the events which would enable the Town to exercise its rights against the pledged securities should such action become necessary.
TOWN OF BRIGHTON
DEPOSIT AND INVESTMENT POLICY (cont'd.)

The legally required written custodial agreement shall provide those securities held by the depository bank or a third-party custodial agent will be kept separate from the general assets of the depository bank or custodial agent. The agreement shall also provide that the depository bank or custodial agent shall confirm, in writing, any receipt, substitution, or release of securities. The agreement must also provide for the frequency of valuation of the pledged securities, which shall be no less frequent than monthly, and any provisions needed to ensure the Town's perfected interest in the securities.

Investments

As detailed in General Municipal Law Section 11 and this Policy, the Director of Finance, or their designee, may invest monies not immediately needed for expenditure in the following types of legally permitted investments:

- Interest bearing Checking and/or Savings Accounts
- Certificates of Deposit
- Obligations of the United States of America
- Obligations guaranteed by Agencies of the United States, for which the United States of America guarantees the payment of principal and interest on the obligations
- Obligations of the State of New York
- Obligations issued pursuant to Local Finance Law Section 24 or 25 (with the approval of the State Comptroller) by any municipality, school district, or district corporation other than the Town of Brighton
- Obligations of Public Authorities, Public Housing Authorities, and Urban Renewal Agencies where the State statutes governing such entities or whose specific enabling legislation authorizes such investments
- Obligations issued by the Town of Brighton where such investment shall be made from monies on deposit in a Town Board authorized reserve fund, where such investment has been authorized by resolution of the Town Board
All investment obligations shall be redeemable, at the option of the Town of Brighton, as the proceeds of the investment(s) will be needed to meet expenditures for purposes for which the monies were provided. In addition, obligations purchased with the proceeds of bonds or notes shall be redeemable within two years of the date of purchase. For Repurchase Agreements, the repurchase date and not the maturity date of the underlying security(s) shall govern.

Authorized Financial Institutions and Security Dealers:

The Town of Brighton authorizes the following list of financial institutions, cooperative investment arrangements, and security dealers for investment purposes, and establishes the maximum dollar limits of investments that may be made with each. These maximum dollar limits are inclusive of the maximum deposit amounts indicated in the Deposits section of this policy, but do not include the additional $20,000,000 in deposits authorized during the period September 1st through November 1st in that the Town is not authorized to invest school taxes collected on behalf of the five school districts levying taxes in the Town. All financial institutions with which the Town conducts business must be creditworthy. The Director of Finance, with the assistance of higher levels of government, is responsible for evaluating the financial condition of authorized financial institutions and security dealers. Security dealers not affiliated with an authorized depository bank must be classified as a reporting dealer and affiliated with the New York Federal Reserve Bank as a primary dealer.

<table>
<thead>
<tr>
<th>Bank/Security Dealer Name</th>
<th>Maximum Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank of America</td>
<td>$15,000,000</td>
</tr>
<tr>
<td>Canandaigua National Bank and Trust</td>
<td>$25,000,000</td>
</tr>
<tr>
<td>J.P. Morgan Chase</td>
<td>$25,000,000</td>
</tr>
<tr>
<td>Key Bank</td>
<td>$10,000,000</td>
</tr>
<tr>
<td>KeyBanc Capital Markets</td>
<td>$25,000,000</td>
</tr>
<tr>
<td>M &amp; T Bank</td>
<td>$25,000,000</td>
</tr>
<tr>
<td>NYCLASS</td>
<td>$25,000,000</td>
</tr>
<tr>
<td>NYLAF (Liquid Asset Fund)</td>
<td>$25,000,000</td>
</tr>
</tbody>
</table>
TOWN OF BRIGHTON
DEPOSIT AND INVESTMENT POLICY (cont’d.)

Purchase of Investments:

The Director of Finance may contract or place orders for the purchase of investments:

- Directly, through an authorized financial institution or securities dealer

- By participation in a cooperative investment program with another authorized governmental entity(s) pursuant to Article 5G of the General Municipal Law

- Through a repurchase agreement (REPO), subject to terms of a required Master Repurchase Agreement. For REPO’s, trading partners are limited to those authorized banks and security dealers as identified above. Obligations purchased shall be limited to obligations of the United States of America and/or by obligations guaranteed by agencies of the United States.

All purchased obligations, unless registered in the name of the Town of Brighton, shall be purchased through, delivered to, and held in the custody of a custodial bank. All purchased obligations shall be held separately from the general assets of the custodial bank or securities dealer. Such obligations shall be purchased, sold, or redeemed in accordance with prior authorization of the Director of Finance. All transactions shall be confirmed in writing by the custodial agreement as described in General Municipal Law Section 10. Such an agreement shall include all provisions necessary to provide the Town a perfected interest in the obligations(s) purchased.

Review and Amendment of Policy:

This Policy shall be reviewed on no less than an annual basis and modified by formal action of the Town Board as necessary.

This Policy was reviewed and first approved by the Town Board on 4/28/93. The Policy was subsequently updated and reaffirmed by Town Board on 5/24/95; 2/14/96; 6/12/96; 2/24/99; 3/8/00; 4/11/01; 1/14/04; 1/3/05; 1/3/06; 1/10/07; 1/3/08; 1/2/09; 1/4/10; 1/5/11; 1/3/12; 2/8/12; 1/2/13; 1/2/14; 1/5/15; 1/4/16; 1/3/17; 1/2/18; 1/2/19, 4/24/19, 8/28/19, 1/2/20, 1/4/21, 1/3/22, 1/3/23, 1/2/24.
At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2024 at Brighton Town Hall, 2300 Elmwood Avenue in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE

Supervisor

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

Councilmembers

RESOLVED, that a memorandum dated January 2, 2024 from Earl Johnson, Director of Finance, concerning authorization for Petty Cash and Change Funds for the fiscal year 2023, be received and filed; and be it further

RESOLVED, that the following listed Change Funds and Petty Cash Funds are authorized for the fiscal year 2024 in the amounts shown for each listed department; and be if further

RESOLVED, that those employees listed are responsible for the safekeeping of these duly authorized funds, serving in their capacity as Custodian.

<table>
<thead>
<tr>
<th>Name of Fund</th>
<th>Custodian</th>
<th>Authorized Amt.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Town Clerk Change Fund</td>
<td>Daniel E. Aman</td>
<td>$ 500</td>
</tr>
<tr>
<td>Library Change Fund</td>
<td>Jennifer Ries-Taggart</td>
<td>230</td>
</tr>
<tr>
<td>Town Court Change Fund</td>
<td>Lisa Pavlovych</td>
<td>250</td>
</tr>
<tr>
<td>Recreation Office Change Fund</td>
<td>Rebecca Cotter</td>
<td>100</td>
</tr>
<tr>
<td>Police Department Fees Change Fund</td>
<td>J.P. O'Brien</td>
<td>25</td>
</tr>
<tr>
<td>General Petty Cash Fund-Cash</td>
<td>Daniel E. Aman</td>
<td>400</td>
</tr>
<tr>
<td>General Petty Cash Fund-Checking</td>
<td>Marcia Adams</td>
<td>250</td>
</tr>
<tr>
<td>Library Petty Cash Fund-Cash</td>
<td>Jennifer Ries-Taggart</td>
<td>200</td>
</tr>
</tbody>
</table>

Dated: January 2, 2024

WILLIAM W. MOEHLE, SUPERVISOR

Voting

Brigtres01-02-2024-10
<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Vote</th>
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</thead>
<tbody>
<tr>
<td>CHRISTOPHER K. WERNER, COUNCILMEMBER</td>
<td>Voting</td>
<td></td>
</tr>
<tr>
<td>ROBIN R. WILT, COUNCILMEMBER</td>
<td>Voting</td>
<td></td>
</tr>
<tr>
<td>CHRISTINE E. CORRADO, COUNCILMEMBER</td>
<td>Voting</td>
<td></td>
</tr>
<tr>
<td>NATHANIEL V. SALZMAN, COUNCILMEMBER</td>
<td>Voting</td>
<td></td>
</tr>
</tbody>
</table>
January 2, 2024

To: The Honorable Town Board
From: Earl Johnson, Director of Finance
Date: January 2, 2024
Subject: Authorization for Petty Cash and Change Funds

Listed below are the proposed authorizations for Petty Cash and Change funds, the Custodian responsible for each, and the authorized amount for each fund. I recommend that the Board authorize these funds, Custodians and amounts for the year 2024.

<table>
<thead>
<tr>
<th>Name of Fund</th>
<th>Custodian</th>
<th>Authorized Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Town Clerk Change Fund</td>
<td>Daniel Aman</td>
<td>$500</td>
</tr>
<tr>
<td>Library Change Fund</td>
<td>Jennifer Ries-Taggart</td>
<td>$230</td>
</tr>
<tr>
<td>Town Court Change Fund</td>
<td>Lisa Pavlovych</td>
<td>$250</td>
</tr>
<tr>
<td>Recreation Office Change Fund</td>
<td>Rebecca Cotter</td>
<td>$100</td>
</tr>
<tr>
<td>Police Dept. Fees Change fund</td>
<td>J. P. O’Brien</td>
<td>$25</td>
</tr>
<tr>
<td>General Petty Cash Fund-Cash</td>
<td>Daniel Aman</td>
<td>$400</td>
</tr>
<tr>
<td>General Petty Cash Fund-Checking</td>
<td>Marcia Adams</td>
<td>$250</td>
</tr>
<tr>
<td>Library Petty Cash Fund-Cash</td>
<td>Jennifer Ries-Taggart</td>
<td>$200</td>
</tr>
</tbody>
</table>

Sincerely,

Earl Johnson
Earl Johnson
Director of Finance

Copy: J. Ries-Taggart, L. Pavlovych, D. Aman, R. Cotter, D. Catholdi, M. Adams
Purpose Statement

The Town of Brighton General Petty Cash Fund can be used by all Town departments to purchase miscellaneous, minimal cost items or services. Generally, items or services costing $40 or less can be purchased through this fund. The General Petty Cash Fund, established at $400, is intended to provide a more expeditious method for purchase of low cost items and/or services.

General Information

The General Petty Cash Fund seeks to provide a means by which departments can purchase minimal cost items without having to follow the normal process of preparing a Claim Voucher or Purchase Order. It is more efficient to issue one check for replenishment of the petty cash fund, than to issue multiple small dollar value checks directly to vendors. Use of the General Petty Cash Fund is a privilege granted to Town departments that do not abuse that privilege.

The General Petty Cash Fund cannot be used to pay for:
- State/County sales tax (the Town is exempt)
- Professional association membership fees
- Employee mileage
- Cashing of employee personal checks
- Items and services costing more than $40

Custodian – Town Clerk

The Town Clerk will serve as the Custodian for the General Petty Cash Fund and has been empowered by the Town Board with the authority to disburse funds according to this Guideline. The Clerk shall assume that a department requesting release of petty cash monies has sufficient budget appropriations to enable the Finance Department to “charge” that department’s budget for the purchase to be made with petty cash fund monies. All requesting departments should be certain sufficient appropriations are available to fund the intended purchase(s) before requesting monies from the Town Clerk.

The Town Clerk will safeguard all petty cash funds as he/she does all other Town monies, will keep them separate from other monies, and shall balance the account at the end of each workday. The Clerk will document each petty cash transaction through use of a “Petty Cash Requisition Slip” (Exhibit #1), which shall be initially prepared by the requesting department.
Procedure for Purchasing an Item/Service Using Petty Cash

1) An authorized Town department employee, on determining a need to make a purchase appropriate to petty cash funds, must fill out a “Petty Cash Requisition Slip” including a description of the item/service, budget code to be charged, and the estimated cost.

2) The employee must have the purchase authorized by the person(s) responsible for managing that department’s budget. The authorizing individual must be certain that sufficient appropriations are available to support the purchase. The Town Clerk will not release petty cash funds to employees that have failed to obtain an authorizing signature from the budget manager for the department.

3) Upon presentation of a properly prepared and authorized requisition slip, the Town Clerk will release cash to the employee making the purchase. Both the employee and Clerk will initial the requisition slip to signify that a cash transaction took place. The clerk will remind the employee that the Town is exempt from sales taxes and, if necessary, will provide an exemption form for use by the employee in the purchase. Sales taxes paid will be a personal expense of the employee.

4) The employee must obtain a legible receipt for the purchase and return the receipt to the Clerk, along with any change left from the amount of cash initially released. If the purchase was for more than the initial release, the employee will be reimbursed for the additional expense. Once the completed purchase transaction has been reviewed by the Clerk, the requisition slip will again be initialed by the Clerk, attached to the vendor’s receipt, and filed.
Procedure for Replenishment of General Petty Cash Fund

1) The Clerk should request replenishment of the fund whenever the balance of the fund is $40 or less. In requesting reimbursement, the Clerk must prepare a Town Claim Voucher and attach the accounting of departmental expenses paid from the fund since the last fund replenishment. The claim voucher should be signed by the Clerk (as Department Head) and forwarded to the Finance Department for review and processing for payment after the next Town Board meeting.

2) If during review of the claim, the Finance Department has questions regarding any purchases made, Finance will contact the purchasing department directly. Inappropriate purchases, such as those listed above, may become the personal expense of the purchaser who may be asked to reimburse the fund directly.

3) Once the claim has been processed, and when the Board has approved replenishment of the fund, a check will be issued to the Clerk as Custodian of the General Petty Cash Fund. The check should be promptly cashed and monies placed with the balance of the authorized amount of the fund.

Originally Prepared by Finance Department 4/93

Updated and Adopted by Town Board on 8/24/11
Reviewed 1/3/22, 1/3/23, 1/2/24
At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2024 at Brighton Town Hall, 2300 Elmwood Avenue in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE
Supervisor

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

Councilmembers

RESOLVED, that correspondence dated December 16, 2023 from Brighton Town Supervisor William W. Moehle, be received and filed; and be it further

RESOLVED, that Daniel E. Aman, Town Clerk, is hereby appointed as Receiver of Taxes for the Town of Brighton for a two-year term commencing January 1, 2024 and ending December 31, 2025.

Dated: January 2, 2024

WILLIAM W. MOEHLE, SUPERVISOR  Voting  
CHRISTOPHER K. WERNER, COUNCILMEMBER  Voting  
ROBIN R. WILT, COUNCILMEMBER  Voting  
CHRISTINE E. CORRADO, COUNCILMEMBER  Voting  
NATHANIEL V. SALZMAN, COUNCILMEMBER  Voting  

Brigtres01-02-2024-25
MEMORANDUM

TO: Honorable Town Board
FROM: William W. Moehle, Town Supervisor
DATE: December 16, 2023
RE: Appointment of the Receiver of Taxes

I hereby recommend that Daniel E. Aman, Town Clerk, be appointed as Receiver of Taxes for the Town of Brighton for a term of two years commencing January 1, 2024 through December 31, 2025.
At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2024 at Brighton Town Hall, 2300 Elmwood Avenue in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE
Supervisor

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

Councilmembers

RESOLVED, that William W. Moehle, Town Supervisor, Daniel Aman, Town Clerk, and former Brighton Town Justice Karen Morris are hereby appointed to serve as Marriage Officers within the Town of Brighton, under Section 11-c of the Domestic Relations Law, for a two-year term commencing January 1, 2024 through December 31, 2025, such appointment to be without salary or wage, but with the right, pursuant to Section 11-c (3) of the Domestic Relations Law, to accept and keep up to seventy-five dollars ($75.00) for each marriage at which they officiate, paid by or on behalf of the persons married.

Dated: January 2, 2024

WILLIAM W. MOEHLE, SUPERVISOR Voting
CHRISTOPHER K. WERNER, COUNCILMEMBER Voting
ROBIN R. WILT, COUNCILMEMBER Voting
CHRISTINE E. CORRADO, COUNCILMEMBER Voting
NATHANIEL V. SALZMAN, COUNCILMEMBER Voting
MATTERS OF THE SUPERVISOR
At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2024 at Brighton Town Hall, 2300 Elmwood Avenue in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE
Supervisor
CHRISTOPHER K. WERNER
ROBIN R. WILT
CHRISTINE E. CORRADO
NATHANIEL V. SALZMAN
Councilmembers

RESOLVED, that correspondence dated December 29, 2023 from William W. Moehle, Brighton Town Supervisor, be received and filed; and be it further

RESOLVED, that the Brighton Town Board concurs with the appointment by the Supervisor of Mary Jo Lanphear, of 322 Village Lane, Rochester, NY 14610, as Town Historian of the Town of Brighton for a term of one (1) year commencing January 1, 2024 and ending December 31, 2024 is hereby ratified; and be it further

RESOLVED, that the Brighton Town Board approves the recommended compensation as set forth in attached communication.

Dated: January 2, 2024

WILLIAM W. MOEHLE, SUPERVISOR Voting __________
CHRISTOPHER K. WERNER, COUNCILMEMBER Voting __________
ROBIN R. WILT, COUNCILMEMBER Voting __________
CHRISTINE E. CORRADO, COUNCILMEMBER Voting __________
NATHANIEL V. SALZMAN, COUNCILMEMBER Voting __________
December 29, 2023

Honorable Town Board
Town of Brighton
2300 Elmwood Avenue
Rochester, New York 14618

Dear Board Members,

I hereby re-appoint Mary Jo Lanphear, of 32 Village Lane, Rochester, NY 14610 as the Brighton Town Historian for a one-year term commencing January 1, 2024 through December 31, 2024.

I also recommend that compensation be set at an annual rate of $5,284 per the 2024 budget salary schedule and that 90% of appointee’s health insurance yearly premium for an individual core-plan policy be paid by the Town of Brighton, as set forth in previous years’ employment.

Sincerely,

[Signature]

William W. Moehle
Supervisor
At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2024 at Brighton Town Hall, 2300 Elmwood Avenue in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE  
Supervisor

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

Councilmembers

RESOLVED, that a copy of Memorandum dated December 29, 2023 from Brighton Town Supervisor William W. Moehle be received and filed, and be it further

RESOLVED, that the Town Board hereby affirms the Town Councilmembers appointed by Supervisor Moehle, as indicated in Memorandum attached hereto, to serve as Chairpersons and/or members of the Public Works, Public Safety, Financial & Administrative Services and Community Services Committees effective immediately through the year 2024.

Dated: January 2, 2024

WILLIAM W. MOEHLE, SUPERVISOR Voting
CHRISTOPHER K. WERNER, COUNCILMEMBER Voting
ROBIN R. WILT, COUNCILMEMBER Voting
CHRISTINE E. CORRADO, COUNCILMEMBER Voting
NATHANIEL V. SALZMAN, COUNCILMEMBER Voting
MEMORANDUM

TO: Honorable Town Board  
FROM: William W. Moehle, Town Supervisor  
DATE: December 29, 2023  
RE: Town Board Committee Assignments

Effective January 1, 2024, the composition of Brighton Town Board Committees for 2024 is as follows:

**Public Works (PWC)**  
Christine E. Corrado*  
Christopher K. Werner  
William W. Moehle

**Public Safety (PSC)**  
Christopher K. Werner*  
Nathaniel V. Salzman  
William W. Moehle

**Finance & Administrative Services (FASC)**  
Nathaniel V. Salzman*  
Robin R. Wilt  
William W. Moehle

**Community Services (CSC)**  
Robin R. Wilt*  
Christine E. Corrado  
William W. Moehle

- Town Board Committees are established and appointed by the Town Supervisor, who will serve as a member of each Committee. Committee letterhead shall be prepared by the Office of the Town Supervisor and shall be used only to communicate formal recommendations of the Committee to the Town Board or for other communications specifically authorized by Committee vote.
- The New York State Open Meeting Law applies to Town Board Committee Meetings.
- The Town Board Committees are advisory to the Town Board.
- Staff Liaisons to the Town Board Committees are:
  
  - PWC: Evert Garcia, Commissioner of Public Works or his designee
  - PSC: Christopher Roth, Fire Marshal or his designee
  - FASC: Earl Johnson, Finance Director or his designee
  - CSC: Rebecca Cotter, Recreation Director, and Matt Beeman, Parks Superintendent

- Each Town Board Committee will set its meeting schedule, and the staff liaison will ensure that public notice is provided and that minutes are kept for all committee meetings. If meetings are rescheduled, the staff liaison will ensure that public notice of the change is provided.
- All Town Board members will receive a copy of all committee agendas at the time the agenda is distributed to the committee.

*Committee Chair
MATTERS OF THE TOWN CLERK
At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2024 at Brighton Town Hall, 2300 Elmwood Avenue in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE
Supervisor
CHRISTOPHER K. WERNER
ROBIN R. WILT
CHRISTINE E. CORRADO
NATHANIEL V. SALZMAN

Councilmembers

RESOLVED, that a memorandum dated January 2, 2024, from Daniel E. Aman, Town Clerk, concerning the Town’s records retention policy, be received and filed; and be it further

RESOLVED, that the Town Board hereby approves the records retention schedule in the form filed in the Town Clerk’s Office, as the Town’s minimum records retention list.

Dated: January 2, 2024

WILLIAM W. MOEHLE, SUPERVISOR Voting _________
CHRISTOPHER K. WERNER, COUNCILMEMBER Voting _________
ROBIN R. WILT, COUNCILMEMBER Voting _________
CHRISTINE E. CORRADO, COUNCILMEMBER Voting _________
NATHANIEL V. SALZMAN, COUNCILMEMBER Voting _________
MEMORANDUM

TO: Honorable Town Board
FROM: Daniel Aman, Town Clerk
RE: Records Retention Schedule
DATE: January 2, 2024

To comply with New York State requirements regarding a list of records retained, I am requesting that the Town Board adopt the Records Retention and Disposition Schedule (LGS-1) from the State Education Department as the minimum list required by the Town of Brighton for 2024.
At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2024 at Brighton Town Hall, 2300 Elmwood Avenue in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE
Supervisor

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

Councilmembers

RESOLVED, that the attached Salary Schedule of Town Officers and Employees, and their pay periods, are hereby fixed and determined for January 1, 2024 through December 31, 2024, subject to such further action which the Town Board may take from time to time pursuant to Section 27 of the Town Law.

Dated: January 2, 2024

WILLIAM W. MOEHLE, SUPERVISOR  Voting  __________
CHRISTOPHER K. WERNER, COUNCILMEMBER  Voting  __________
ROBIN R. WILT, COUNCILMEMBER  Voting  __________
CHRISTINE E. CORRADO, COUNCILMEMBER  Voting  __________
NATHANIEL V. SALZMAN, COUNCILMEMBER  Voting  __________
<table>
<thead>
<tr>
<th>Department</th>
<th>Title</th>
<th>Employee Name</th>
<th>1/1/2024 Annual Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assessor</td>
<td>Assessor</td>
<td>Post, Pamela T</td>
<td>$ 92,181.71</td>
</tr>
<tr>
<td>Assessor</td>
<td>Assistant Assessor</td>
<td>Morris, Renee L</td>
<td>$ 69,039.52</td>
</tr>
<tr>
<td>Building &amp; Planning</td>
<td>Building Inspector</td>
<td>Shero, Edward</td>
<td>$ 78,618.54</td>
</tr>
<tr>
<td>Building &amp; Planning</td>
<td>Office Clerk II</td>
<td>Major, Lekya T</td>
<td>$ 56,675.89</td>
</tr>
<tr>
<td>Building &amp; Planning</td>
<td>Planner</td>
<td>Haremza, Jason P</td>
<td>$ 67,888.55</td>
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<tr>
<td>Building &amp; Planning</td>
<td>Senior Planner</td>
<td>Distefano, Richard</td>
<td>$ 93,989.53</td>
</tr>
<tr>
<td>Clerk</td>
<td>Deputy Town Clerk/Receiver of Taxes</td>
<td>Lull, Margaret G</td>
<td>$ 69,039.52</td>
</tr>
<tr>
<td>Clerk</td>
<td>Office Clerk III</td>
<td>Pavlovych, Casie L</td>
<td>$ 40,395.26</td>
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<tr>
<td>Council</td>
<td>Councilperson</td>
<td>Corrado, Christine</td>
<td>$ 25,959.00</td>
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<tr>
<td>Council</td>
<td>Councilperson</td>
<td>Salzman, Nate</td>
<td>$ 25,959.00</td>
</tr>
<tr>
<td>Council</td>
<td>Councilperson</td>
<td>Werner, Christopher K</td>
<td>$ 25,959.00</td>
</tr>
<tr>
<td>Council</td>
<td>Councilperson</td>
<td>Wilt, Robin</td>
<td>$ 25,959.00</td>
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<tr>
<td>Facility Operations</td>
<td>Maintenance Mechanic</td>
<td>Donofrio II, Gary</td>
<td>$ 92,181.71</td>
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<tr>
<td>Finance Office</td>
<td>Assistant Director of Finance</td>
<td>Adams, Marcia C</td>
<td>$ 83,781.98</td>
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<td>Finance Office</td>
<td>Director of Finance</td>
<td>Johnson, Earl F</td>
<td>$ 106,385.53</td>
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<td>Finance Office</td>
<td>Senior Account Clerk</td>
<td>Staudenmayer, Jennifer</td>
<td>$ 61,929.50</td>
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<td>Finance Office</td>
<td>Senior Payroll Clerk</td>
<td>Williams, Gidget</td>
<td>$ 65,069.47</td>
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<td>Fire Protection</td>
<td>Fire Marshall</td>
<td>Roth, Christopher A</td>
<td>$ 89,157.59</td>
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<td>Fire Protection</td>
<td>Fire District Liaison</td>
<td>Roth, Christopher A</td>
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<tr>
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NEW BUSINESS
CLAIMS FOR APPROVAL AT TOWN BOARD MEETING

THAT THE CLAIMS NUMBERED 1 THROUGH 14 AS SUMMARIZED BELOW HAVING BEEN APPROVED BY THE RESPECTIVE DEPARTMENT HEADS AND AUDITED BY THE CHAIR OF THE FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE ARE HEREBY APPROVED FOR PAYMENT.

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UPON ROLL CALL

MOTION CARRIED

APPROVED BY:

SUPERVISOR

William W. Moehle

COUNCIL MEMBER

Nathaniel Salzman

Christopher Werner

Robin Wilt

Christine Corrado

TO THE SUPERVISOR:

I CERTIFY THAT THE VOUCHERS LISTED ABOVE WERE AUDITED BY THE CHAIR OF THE FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE AND APPROVED BY THE TOWN BOARD ON THE ABOVE DATE AND ALLOWED IN THE AMOUNTS SHOWN. YOU ARE HEREBY AUTHORIZED AND DIRECTED TO PAY TO EACH OF THE CLAIMANTS THE AMOUNT OPPOSITE HIS NAME.

January 2, 2024

DATE

TOWN CLERK

Daniel Aman

Brigtres01-02-24-CLAIMS (Summary)
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Grand Total: $197,005.71
At a Town Board Meeting of the Town of Brighton, Monroe County, New York, held on the 2nd day of January 2024 at Brighton Town Hall, 2300 Elmwood Avenue in the Town of Brighton, Monroe County, New York.

PRESENT:

WILLIAM W. MOEHLE
Supervisor

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

Councilmembers

RESOLVED, that Casey Sacco of 20 Dartford Road, Rochester, NY, 14618 and Mary Scipioni of 1010 Highland Avenue, Rochester, NY, 14620, be and hereby are re-appointed to the Architectural Review Board for a three-year term effective January 1, 2024 to December 31, 2026; and be it further

RESOLVED, that Joan Swanekamp of 107 Brittany Circle, Rochester, NY, 14618 and Michael Burger of 45 Thackery Road, Rochester, NY, 14610, be and hereby are re-appointed to the Brighton Memorial Library Board of Trustees for a five-year term effective January 1, 2024 to December 31, 2028; and be it further

RESOLVED, that Mitchell Nellis of 260 Edgemoor Drive, Rochester, NY, 14618, Rebecca Negley of 136 Greenaway Road, Rochester, NY, 14610, George Smith of 215 Village Lane, Rochester, NY, 14610, and Dennis Adams of 44 Glen Road, Rochester, NY, 14610, be and hereby are re-appointed to the Conservation Board for a two-year term effective January 1, 2024 to December 31, 2025; and be it further

RESOLVED, that Denis Conley of 25 Currewood Circle, Rochester, NY, 14618, be and hereby is re-appointed to the Parks and Recreation Advisory Board for a three-year term effective January 1, 2024 through December 31, 2026; and be it further

RESOLVED, that David Fader of 960 Crittenden Road, Rochester, NY, 14623, be and hereby is re-appointed to the Planning Board for a seven-year term effective January 1, 2024 to December 31, 2030; and be it further
RESOLVED, that Mitchell Nellis of 260 Edgemoor Drive, Rochester, NY, 14618, and William Brower of 303 Wilmot Road, Rochester, NY, 14618, be and hereby are re-appointed to the Sustainability Oversight Advisory Committee for a two-year term effective January 1, 2024 to December 31, 2025; and be it further

RESOLVED, that Steve Ward of 140 Hollywood Avenue, Rochester, NY, 14618, be and hereby is re-appointed to the Board of Assessment Review for a five-year term effective nunc pro tunc October 1, 2023 through September 30, 2027; and be it further

RESOLVED, that Amy Hsi of 240 Oakdale Drive, Rochester, NY, 14618, Sarah Johnstone of 165 Bastian Road, Rochester, NY, 14623, Michael Boucher of 204 Antlers Drive, Rochester, NY, 14618, and Helen Jones of 2151 East Ave., Apt. E., Rochester, NY, 14610, be and hereby are re-appointed to the Inclusion, Diversity and Equity Advisory Board for a one-year term effective January 1, 2024 to December 31, 2024; and that Cindy Sobieraj of 53 Modelane, Rochester, NY, 14618, and Mark Kokanovich of 391 Clover Hills Drive, Rochester, NY, 14618, be and hereby are re-appointed to the Inclusion, Diversity and Equity Advisory Board for a three-year term effective January 1, 2024 to December 31, 2026; and be it further

RESOLVED, that Diana Robinson of 407 Edgewood Avenue, Rochester, NY, 14618, David J. Whitacker of 2160 Clover Street, Rochester, NY, 14618, and Jerome Ludwig of 2940 East Ave., Rochester, NY, 14610, be and hereby are re-appointed to the Historic Preservation Commission for a four-year term effective January 1, 2024 to December 31, 2027; and that Jerome Ludwig be appointed as Chairperson of said Commission for a two-year term effective January 1, 2024 to December 31, 2025.

Dated: January 2, 2024

WILLIAM W. MOEHL, SUPERVISOR     Voting     _________
CHRISTOPHER K. WERNER, COUNCILMEMBER     Voting     ________
ROBIN R. WILT, COUNCILMEMBER     Voting     ________
CHRISTINE E. CORRADO, COUNCILMEMBER     Voting     ________
NATHANIEL V. SALZMAN, COUNCILMEMBER     Voting     ________