

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

**Meeting Date: Tuesday, September 5, 2017 (3:30 p.m.)
Location: Stage Conference Room, Brighton Town Hall**

1. Approval of Minutes – Receive and file minutes of the August 16, 2017 meeting.
2. Appropriate Seized Funds for Camera (Police Dept.) – Request from Chief Mark Henderson for Town Board action to appropriate \$4,999 from seized funds for the purchase of an L-Tron 360 Degree camera and related equipment and software (see letter from M. Henderson).
3. Declare Vehicle as Surplus for Auction – Request from Suzanne Zaso for Town Board action to declare a 2003 Chevy Impala as surplus and authorize disposal through auction (see letter from S. Zaso).
4. Contract with Rochester-Monroe County Youth Bureau (Rec. Dept.) – Request from Rebecca Cotter for Town Board action to authorize the Supervisor to execute an agreement with the Rochester-Monroe County Youth Bureau for 2017 in an amount not to exceed \$7,085 to support the Town's Youth Asset Building/Positive Youth Development Initiative (see letter from R. Cotter).
5. Declare Loader as Surplus for Auction (Highway) – Request from Tim Anderson for Town Board action to declare a 2000 Case Loader as surplus and authorize disposal through auction (see letter from T. Anderson).

The next regularly scheduled meeting of the FASC will be held Tuesday, September 19, 2017 at 3:30 p.m. in the Stage Conference Room of the Brighton Town Hall. All members of the public are invited to attend FASC meetings.



Town of Brighton

POLICE DEPARTMENT
2300 Elmwood Avenue
Rochester, New York 14618-2196



Emergency 911
Administrative (585) 784-5150
Fax: (585) 784-5151

Mark T. Henderson
Chief of Police

August 30, 2017

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

RE: PURCHASE USING SEIZED ASSETS ACCOUNT

Dear Board Members:

I hereby request that an amendment be approved to the 2017 Police Department operating budget to provide for sufficient appropriations for the purchase of the following items:

L-Tron 360 Degree Camera, hardware package (including an 8" Android tablet), software and software licenses, annual software support and 3 year replacement warranty.

I propose that the Proceeds of Forfeited Property be used to fund this purchase. I request that appropriations in account **A.POLCE.3125.2.17 (law enforcement equipment)** be increased by an amount not to exceed **\$4,999.00**. The total expenditure will be supported with the use of Forfeited Property account **A.889.JSTCE**. I have consulted with the United States Attorney's Office and they concur that the use of seized forfeiture asset funds for the purpose of this purchase is appropriate.

Respectfully,

Mark T. Henderson
Chief of Police

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Finance Department



Suzanne Zaso
Director of Finance

September 1, 2017

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

Dear Town Board Members:

I am recommending that the Town Board declare one (1) 2003 Chevy Impala (vin# 2G1WF55K139365872) as surplus and authorize its disposal via auction. This vehicle was originally purchased and used by the Police Department, but most recently has been utilized by Recreation staff. Because of its poor condition, the vehicle is no longer being used.

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

Sincerely,

Suzanne Zaso
Director of Finance

Cc: R. Cotter
M. Henderson

4.

Recreation Department



Rebecca Cotter
Recreation Director

August 24, 2017

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

Re: Rochester-Monroe County Youth Bureau Contract

Dear Finance Committee Members:

I respectfully recommend that you authorize the Supervisor to execute an agreement, as well as any additional paperwork as required, with the Rochester Monroe County Youth Bureau for the Town's 2017 funding. According to the terms of the contract, the County shall reimburse the Town in the amount not to exceed \$7,085. As you are aware, this funding is used in the development of our Youth Asset Building/Positive Youth Development Initiative. It is matched to partially offset the salary of the Recreation Director in her work with this program.

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

Sincerely,

Rebecca J. Cotter
Recreation Director

5.



Highway Department
Commissioner of Public Works – Tim Keef, P.E.

Tim Anderson
Deputy Highway
Superintendent

September 1, 2017

The Honorable Finance and Administrative Services Committee
Town of Brighton
2300 Elmwood Ave.
Rochester, NY 14618

Re: Authorize Disposal of Equipment

Honorable Members:

I recommend that the following equipment be declared surplus to our needs:

2000 CASE Wheel Loader Asset # 124182

I further recommend that I be authorized to dispose of the wheel loader through Roy Teitsworth at a municipal auction scheduled for October 7th of this year.

Sincerely,

Timothy J. Anderson
Deputy Highway Superintendent

Cc: S. Zaso
A. Banker
M. Hussar
T. Keef