

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Wednesday June 1, 2016 Meeting

Attendees: Councilmembers Jason DiPonzo, Jim Vogel, and Louise Novros, Supervisor William Moehle, Tim Keef, Tim Anderson, Rebecca Cotter, Colleen Rogers, Tricia VanPutte and Suzanne Zaso (as Staff to the Committee).

The Town Board's Finance and Administrative Services Committee (the FASC) met at 8:30 a.m. and reviewed a number of contractual, procurement, finance and/or budget, and personnel related matters referred by Town departments and is prepared to make recommendations to the full Town Board as follows:

Approval of Minutes: Approved minutes from the May 18, 2016 meeting.

Town Bid/Proposal Authorizations and Awards:

No matters for this meeting.

Grant Authorizations and Acceptances:

No matters for this meeting.

Contracts and Contract Change Orders:

Contract with Brighton Central School District for Summer Camp Aid (Recreation) – The FASC discussed with Rebecca Cotter her request for Town Board action to authorize the Supervisor to execute an agreement with Brighton Central School District to provide a one-on-one aid for a participant in the 2016 Summer Playground Camp at a cost of \$15.25 per hour.

The FASC recommends the Town Board take favorable action on this matter.

Budget Amendments and Transfers:

Appropriation for Mini Loader (Finance/Highway) – The FASC discussed with Tim Keef, Tim Anderson, and Suzanne Zaso the request for Town Board action to appropriate \$71,000 in highway fund balance to purchase an articulated wheel loader as a replacement to a tractor used for sidewalk snow plowing and debris pickup. While more expensive than a tractor, the department would like to take advantage of the versatility that this unit could offer the department outside of snow plowing and debris pickup.

The FASC recommends the appropriation of these funds, however is interested in staff feedback regarding the price difference between the two units before committing to the more expensive loader.

Personnel Matters:

No matters for this meeting.

Other Matters for Action of the Town Board:

Clean Sweep 2016 Program Sponsorships – The FASC discussed with Suzanne Zaso her request for Town Board action to accept sponsorships of cash in the amount of \$2,900 and in-kind services valued at \$1,102.39 for the 2016 Clean Sweep Program.

The FASC recommends the Town Board take favorable action on this matter.

Other Matters for Discussion Only:

The FASC discussed with Suzanne Zaso purchase contracts available for piggybacking through the National Joint Powers Alliance (NJPA) in Minnesota. The Finance Department has reviewed this purchasing alliance and has determined that they meet the requirements under NYS General Municipal Law for piggybacking and, therefore, recommend that Town departments be allowed to purchase off existing available contracts through the NJPA. The FASC concurs with this recommendation.

The FASC discussed with Rebecca Cotter the purchase of two table umbrellas for the swimming pool deck area behind Town Hall to allow provide shade for residents using the pool. The FASC concurs with the purchase.

Matters Tabled for Research and/or Discussion:

No matters for this meeting.

Executive Session:

The FASC went into executive session at 9:15 am (motioned by Jason DiPonzo and seconded by William Moehle) to discuss the employment of particular people. The FASC exited executive session at 10:00 am (motioned by Jason DiPonzo and seconded by Jim Vogel).

Next Meeting:

The next REGULAR meeting of the Town Board's Finance and Administrative Services Committee is scheduled for **Wednesday June 15, 2016 beginning at 8:30 am** and will be held in the Stage Conference Room at Town Hall.