

**Brighton Town Board  
Finance and Administrative Services Committee  
Meeting Notes from the Tuesday December 20, 2016 Meeting**

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

The Town Board's Finance and Administrative Services Committee (the FASC) met at 3:30 p.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 December 7, 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 Renewal for Senior Transportation (Recreation) – The FASC discussed with Rebecca Cotter her request for Town Board action to authorize the Supervisor to execute an extension to the contract with Platinum Limousine of Western New York to provide transportation services for the Senior Program in 2017 with the options to renew annually for three additional years. Renewal terms are stated in the contract.

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

Rate Increase for Legal Services – The FASC discussed with Bill Moehle a change in the rate schedule effective 1/1/17 for Attorney Mary Louise Conrow, Esq. of Coughlin & Gerhart LLP to provide legal and labor negotiating services. The FASC recommends the Town Board take favorable action on this matter.

**Budget Amendments and Transfers:**

No matters for this meeting.

**Personnel Matters:**

No matters for this meeting.

**Other Matters for Action of the Town Board:**

No matters for this meeting.

**Other Matters for Discussion Only:**

No matters for this meeting.

**Matters Tabled for Research and/or Discussion:**

No matters for this meeting.

**Executive Session:**

The FASC went into executive session at 3:35 pm to discuss the employment of particular people (motioned by Jason DiPonzo and seconded by William Moehle).

**Next Meeting:**

The next REGULAR meeting of the Town Board's Finance and Administrative Services Committee is scheduled for **Tuesday, January 3, 2017 beginning at 1:00 pm** and will be held in the **Stage Conference Room** at Town Hall.