

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Tuesday, October 3, 2017 Meeting

Attendees: Councilmembers Jason DiPonzo, Jim Vogel, Louise Novros, and Christopher Werner, Supervisor William Moehle, Steve Zimmer, Mike Guyon, Tim Keef, Daniel Aman, Roger Salmons, 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 September 19, 2017 meeting.

Town Bid/Proposal Authorizations and Awards:

Solicit Bids for Building Siding (DPW Operations) – The FASC discussed with Mike Guyon his request for Town Board authorization to seek bids for siding replacement at the Operations Center storage facility.

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

Grant Authorizations and Acceptances:

No matters for this meeting.

Contracts and Contract Change Orders:

Lease Contract for Printer/Copiers (various depts.) – The FASC discussed with Daniel Aman his request for Town Board action to authorize the Supervisor to execute agreements with Toshiba to lease 7 mulit-function printers/copiers within various Town departments, inclusive of maintenance services, for a period of 48 months.

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

Budget Amendments and Transfers:

Budget Transfer for Tree Removals (Highway) – The FASC discussed with Tim Keef the request from Tim Anderson for Town Board action to transfer \$3,990 from various highway budget accounts to the tree program budget for emergency tree removals.

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

Personnel Matters:

No matters for this meeting.

Other Matters for Action of the Town Board:

Declare Equipment as Junk (Sewer) – The FASC discussed with Steve Zimmer the request from Amy Banker for Town Board action to declare various sewer equipment that is no longer serviceable as junk.

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

Other Matters for Discussion Only:

The FASC discussed the Tentative 2018 Town Operating and Special District budgets that were presented to the Town Board on 9/27/17.

Matters Tabled for Research and/or Discussion:

No matters for this meeting.

Executive Session:

No matters for this meeting.

Next Meeting:

The next REGULAR meeting of the Town Board's Finance and Administrative Services Committee is scheduled for **Tuesday, October 17, 2017 beginning at 3:30 p.m.**, and will be held in the Stage Conference Room at Town Hall.