

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Tuesday, October 31, 2017 Meeting

Attendees: Councilmembers Jason DiPonzo and Jim Vogel, Supervisor William Moehle, Tim Keef, Tricia VanPutte, Matt Beeman, Robin Wilt, 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 October 17, 2017 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:

Renewal of Intermunicipal Agreement with Town of Pittsford (Highway Dept.) – The FASC discussed with Tim Keef his request for Town Board action to authorize the Supervisor to execute a renewal agreement with the Town of Pittsford for snow and ice control services on Allens Creek Road for the 2017-18 season at the County's reimbursement rate with authorization to renew administratively for 4 additional years.

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

Addendum to Senior Transportation Contract (Recreation) – The FASC discussed with Bill Moehle the request from Rebecca Cotter for Town Board authorization of the Supervisor to sign an addendum to the contract with Platinum Limousine of Western NY.

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

Budget Amendments and Transfers:

Budget Transfer for Playground Equipment (Parks) – The FASC discussed with Matt Beeman his request for Town Board action to transfer \$7,020 from various 2017 parks supplies & maintenance accounts to recreation equipment under Parks Administration for the replacement of playground slides.

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

Personnel Matters:

Renewal Rates for 2018 Medicare Health Plans (Personnel) – The FASC discussed with Tricia VanPutte her request for Town Board action to authorize the Supervisor to sign the renewal rates and any related documents for the Medicare health plans offered to post-65 retirees and spouses through Excellus BCBS and MVP Health Care and to authorize a change to the MVP Gold (HMO) plan offering to MVP Gold Anywhere PPO.

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

Renewal Rates for 2018 Medical Health Plans (Personnel) – The FASC discussed with Tricia VanPutte her request for Town Board action to authorize the Supervisor to sign the renewal rates and any related documents for the medical health plans offered to active employees and pre-65 retirees and spouses through the FLMHIT MVP Health Care plans.

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

Renewal Rates for 2018 Excellus Self-Funded Dental (Finance) – The FASC discussed with Tricia VanPutte her request for Town Board action to approve a renewal contract with Excellus Blue Cross Blue Shield for the 2018 self-funded dental plans offered to active and retired Town employees.

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

Contract Renewal for Employee Flexible Spending (Personnel) – The FASC discussed with Tricia VanPutte her request for Town Board action to authorize the Supervisor to execute a renewal agreement with Lifetime Benefit Solutions Inc. for the administration of the employee flexible spending program for 2018.

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

Authorize Eye Wear Benefit for Non-Represented Employees (Personnel) – The FASC discussed with Tricia VanPutte her request for Town Board action to authorize a new vision/eye wear benefit plan with EyeMed for non-represented eligible full-time and part-time employees at full cost to the employee.

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

Other Matters for Action of the Town Board:

Declare Ambulance Fly Car as Surplus (Ambulance Dist.) – The FASC discussed with Suzanne Zaso her request for Town Board action to declare a 2002 Ford Expedition as surplus and authorize disposal through auction.

The FASC recommends the Town Board take favorable action on this matter, if the vehicle is not of use to any other Town department.

Note: This vehicle was checked over by one of the Town's Senior Automotive Mechanic and looked over by the Deputy Highway Superintendent and the Recreation Director. It was determined that this vehicle had extensive wear and tear and it is best to sell now at auction. This action was taken to the 11-21-17 Town Board meeting.

Other Matters for Discussion Only:

No matters for this meeting.

Matters Tabled for Research and/or Discussion:

Contract for Actuarial Services for WBFPD Service Award Program (Finance) – The FASC discussed with Suzanne Zaso her request for Town Board action to authorize the Supervisor to execute an agreement with Penflex, Inc. for actuarial services related to GASB 73 reporting requirements for the West Brighton Fire Protection District's Service Awards Program. It was discussed that further information was being sought from the Town's auditors to see if these services would be provided by them. Upon further review, it was determined that these services could be provided by the Town's independent auditors as part of their annual audit services.

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, November 14, 2017 beginning at 3:30 p.m.**, and will be held in the Stage Conference Room at Town Hall.