

**Brighton Town Board  
Finance and Administrative Services Committee  
Meeting Notes from the Tuesday May 14, 2019 Meeting**

**ATTENDEES**

**FASC Committee members:**

Jason DiPonzo (Chair)  
Robin Wilt  
Supervisor William Moehle  
Paula Parker (Staff to the Committee)

**Other Town Councilmembers:**

Christine Corrado

**Department Heads/Other attendees:**

Bridget Monroe (Supervisor's Office)  
Mark Henderson (Police Dept.)  
Mike Guyon (Public Works/Highway)

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 of the April 30, 2019 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:**

No matters for this meeting.

**Budget Amendments and Transfers:**

Purchase with Forfeited Property Fund /related budget modification (Police Dept.) – The FASC discussed with Chief Mark Henderson his request for Town Board action to approve the purchase of audiovisual equipment in an amount not to exceed \$4,000 utilizing Forfeited Property Funds. Further approval to increase budget account: A.POLCE.3125.2.14 (audiovisual equipment) by \$4,000 supported by the Forfeited Property account A.889.JSTCE. The equipment will be owned by the Police Department, housed in one of the Town courtrooms and the Court will fund the cost of the installation of the equipment. (see letter from M. Henderson).

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

Amend budget in an amount not to exceed \$5,000 to allow for purchase of temporary speed humps (Highway Dept.) – The FASC discussed with Mike Guyon his request for Town Board action to amend 2019 budget by appropriating an amount not to exceed \$5,000 to account D.HWY.5110.2.30 Highway Equipment utilizing the Highways Assigned Fund Balance account D.909. The exact amount to be appropriated will be available when the quotes for the purchase of two (2) portable speed humps are available. The Town's procurement policy will be followed to make this purchase (see letter from M. Guyon).

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:**

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:**

No matters for this meeting.

\*\*The FASC meeting was adjourned at 3:50 pm

The **next regularly scheduled meeting of the FASC will be held on Wednesday, June 5, 2019 at 8:30 a.m.** in the Stage Conference meeting room of the Brighton Town Hall. All members of the public are invited to attend FASC meetings.

**\*\*SUMMER DAY / TIME AS PER THE REGULAR SCHEDULE\*\***