

**Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Wednesday June 5, 2019 Meeting**

ATTENDEES

FASC Committee members:

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

Other Town Councilmembers:

Christine Corrado
Chris Werner

Department Heads/Other attendees:

Mike Guyon (Public Works/Highway)
Ramsey Boehner (Public Works)
Evert Garcia (Public Works)

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 of the May 14, 2019 meeting.

Executive Session:

Discuss the employment of particular people. There was a motion by Jason DiPonzio to enter an executive session at 8:35 am to discuss the employment of particular people. This was seconded by Supervisor Moehle and all voted aye. Due to the sensitive nature of these discussions details are not contained in these notes.

At 9:10 am there was a motion by Supervisor Moehle to end the executive session and return to regular session. This was seconded by Robin Wilt and all voted aye. The regular meeting continued.

Town Bid/Proposal Authorizations and Awards:

No matters for this meeting.

Grant Authorizations and Acceptances:

Accept SAM Grant award for LED Lighting Retrofit in the amount of \$125,000 (DPW/Highway Dept.) – The FASC discussed with Mike Guyon his request for Town Board action to accept a \$125,000 SAM Grant for the retrofitting of light fixtures from high pressure sodium lights to LED lights along various major roads, town parking lot areas and in Buckland Park in the Town. Also to further authorize the Supervisor to execute any necessary documents as related to the grant and authorize any necessary amendments to the 2019 budget (see letter from M. Guyon).

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

Authorize grant request submission to the Regional Economic Development Council for our Climate Smart Community Plan and adopt Resolution for New York State Climate Smart Communities Grant (Public Works Dept.) – The FASC discussed with Evert Garcia his request for Town Board action to authorize the submission of a grant application to the Climate Smart Community Grant Program. Any funds awarded would require a 50% match of local funds or in-kind services as appropriate. It is anticipated that our total project request will be approximately \$40,000. Also Town Board action needed to adopt the resolution authorizing the application for the grant (see attached) (see letter from E. Garcia).

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

*****Item added to the agenda for recommendation*****

Authorize grant request submission to the Regional Economic Development Council for our Multiversity Plan concept identified by Envision Brighton (Public Works Dept.) – The FASC discussed with Ramsey Boehner his request for Town Board action to authorize the submission of a grant application to the Regional Economic Development Council to fund Rochester Multiversity Concept Plan as identified in the Envision Brighton plan. This grant would be for the initial planning and development phase of the concept plan. Any funds awarded would require a 50% match of local funds (donations/in-kind services). It is anticipated that our total request will be approximately \$98,200. Also Town Board action needed to adopt the resolution authorizing the application for the grant (see attached) (see letter from R. Boehner).

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

Contracts and Contract Change Orders:

No matters for this meeting.

Budget Amendments and Transfers:

No matters for this meeting.

Personnel Matters:

Executive Session: Discuss the employment of particular people.

Other Matters for Action of the Town Board:

No matters for this meeting.

Other Matters for Discussion Only:

Supervisor Moehle excused himself for this portion of the meeting and did not participate in this discussion

Discussion: Community Choice Energy Aggregation Administrator – Update the committee on the ongoing selection process. Mike Guyon presented an informal rating recap sheet of the two firms that were interviewed. The FASC committee discussed the interviews and will get additional questions to Mike Guyon to be forwarded to the other members of the review/selection advisory committee.

Matters Tabled for Research and/or Discussion:

No matters for this meeting.

**The FASC meeting was adjourned at 9:45 am.

The next regularly scheduled meeting of the FASC will be held on **Wednesday, June 19, 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****