

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Wednesday July 3, 2019 Meeting

ATTENDEES

FASC Committee members:

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

Other Town Councilmembers:

Department Heads/Other attendees:

Mark Henderson (Police Department)
Evert Garcia (Public Works)
Chad Roscoe (Public Works)
Suzanne Zaso (Finance Department)

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 June 19, 2019 meeting.

Town Bid/Proposal Authorizations and Awards:

No matters for this meeting.

Grant Authorizations and Acceptances:

Grant Acceptance/Award Multimodal for sidewalks (Public Works) – The FASC discussed with Evert Garcia and Chad Roscoe the request from Mike Guyon for Town Board action to accept a Multimodal grant award in the amount of \$150,000 to install sidewalks on French Road and North Landing Road. Further authorization for the Supervisor to execute all related documents associated with this grant; as well as authorization to amend the budget accordingly as related to this grant (see letter from M. Guyon).

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

Contracts and Contract Change Orders:

Extend contract for retired Investigator Liberatore (Police Dept.) – The FASC discussed with Chief Mark Henderson his request for Town Board action to extend the current contract with Retired Investigator Mark F. Liberatore through August 20, 2021 with no other changes in terms and conditions (see letter from M. Henderson).

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:

Amend the Seasonal Wage Rate schedule effective 12/31/2019 to match the New York State minimum wage (Finance Dept.) – The FASC discussed with Suzanne Zaso her request for Town Board action to approve and adopt, effective 12/31/2019, the increase to the New York State minimum wage rate (\$11.10 to \$11.80 per hour). This will only impact the wage schedule for the seasonal employees (see letter from S. Zaso).

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

Other Matters for Discussion Only:

A FASC special meeting was **tentatively** set for Friday, July 19th, 2019 at 8:30 am to review the 2020-2022 CIP plan with recommendations from the Budget Review Task Force and the Sustainability Oversight Committee.

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 9:00 am.

The **next regularly scheduled meeting of the FASC will be held on Wednesday, July 17, 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****