

**Brighton Town Board**  
**Finance and Administrative Services Committee**  
**Meeting Notes from the Wednesday, October 2, 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:**

Dennis Mietz & Julieray Romano (BVA)  
Margy Peet & Melissa Carlson (Roctricity)  
Robert Macfarlane (community member)  
Mike Guyon (Highway/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:** Approval of Minutes – Received and filed the minutes of the September 17, 2019 meeting.

**Town Bid/Proposal Authorizations and Awards:**

Award Bid/Amend 2019 Budget for purchase of Ambulance for BVA (Ambulance District /Finance) – The FASC discussed with Dennis Mietz the request from Brighton Volunteer Ambulance and Paula Parker to award the bid to North Eastern Rescue Vehicles for the purchase of one (1) Demers TII 2019 Ford Transit 250 Gas Medium Roof vehicle (\$79,400) and the additional options (not to exceed \$5,450) for a total not to exceed \$84,850; and to further authorize an amendment to the 2019 budget to facilitate the purchase. It is noted in the BVA recommendation that the performance bond (\$1,500) could be eliminated due to our previous experience with this vendor (see letter from P. Parker and recommendation for D. Mietz).

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:**

Approve Dental 2020 rates and authorize related contracts – The FASC discussed the request from Tricia VanPutte for Town Board action to approve the dental insurance rates and contracts for both active employees and retirees as related to dental benefits for 2020. As recommended by the Town's insurance brokers, Brown & Brown, there will be no change in the premium for 2020. Also to authorize the Supervisor to execute any agreements as needed for these benefit plans (see letter from T. VanPutte).

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

## **Budget Amendments and Transfers:**

No matters for this meeting.

## **Personnel Matters:**

(See Executive Session)

## **Other Matters for Action of the Town Board:**

No matters for this meeting.

## **Other Matters for Discussion Only:**

Discussion: potential dates for the two PSC requires/within 60-day public outreach meetings for the CCA – Margy Peet and Melissa Carlson from Roctricity discussed the coordination and scheduling of two public outreach meetings to inform and educate our community regarding the CCA and the process and timeline for implementation of the Community Choice Aggregation and Community Distributed Generation electricity purchase programs. The Supervisor would like three meetings. The meetings will be held on the East and West side of Brighton and one at Town Hall. Also discussed was the process for customer service calls that will be referred to Roctricity/Joule.

## **Open Forum:**

Mr. Robert Macfarlane was present and discussed the possibility of a Territory Acknowledgement Statement being recited before various Town meetings.

## **Matters Tabled for Research and/or Discussion:**

No matters for this meeting.

**Executive Session:**

At 9:45 a.m. there was a motion by Robin Wilt to enter an executive session to discuss labor relations negotiations with the CSEA bargaining unit. This was seconded by Supervisor Moehle. Due to the sensitive nature of these discussion, notes are not contained herein. At 10:00 a.m. there was a motion by Supervisor Moehle to end the executive session and return to the regular session. This was seconded by Robin Wilt.

\*\*The FASC meeting was adjourned at 10:00 a.m.

**The next regularly scheduled meeting of the FASC will be held on **Tuesday, October 15<sup>th</sup>, 2019 at 3:30 p.m.** in the Stage Conference meeting room of the Brighton Town Hall. All members of the public are invited to attend FASC meetings.**

**\*\*AS PER THE REGULAR SCHEDULE\*\***