

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Tuesday, November 19, 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

Department Heads/Other attendees:

Chief David Catholdi (Police Department)

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: Approval of Minutes – Received and filed the minutes of the November 5th, 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:

Approve contract with Town & Country Cleaners (Police Dept.) – The FASC discussed with Police Chief Catholdi his request for Town Board action to approve a contract with Town & Country Cleaners for Police Department uniform/clothing cleaning. The contract will be for a one year term beginning on January 1, 2020 through December 31, 2020 with three one-year renewal options at the discretion of the Town. Three quotes were obtained for these services as per the Town's purchasing policy with Town & Country Cleaners having the lowest quote. The Town spends approximately \$8,500 annually on this service (see letter from D. Catholdi). 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:

No matters for this meeting.

Other Matters for Discussion Only:

The 2020 FASC meeting schedule was reviewed (as updated at the November 5th, 2019 FASC meeting) and handed out to each committee member. This is the FASC meeting schedule that will be adopted at the Town's Organizational 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 3:48 p.m.**

The next regularly scheduled meeting of the FASC will be held on Tuesday, December 3rd, 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****