

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Tuesday, January 14 2020 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:

Bridget Monroe (Supervisor's Office)
Chief David Catholdi (Police Dept.)
Evert Garcia (Public Works)
Dan Aman (Town Clerk's Office)

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 January 2nd, 2020 meeting.

Town Bid/Proposal Authorizations and Awards:

Authorize the NYSERDA Charge Ready NY application for an \$8,000 rebate to install a Level 2 charging station at Town Hall (Public Works Dept.) – The FASC discussed with Evert Garcia his request for Town Board action to authorize the submission of a NYSERDA rebate application in the amount of \$8,000 to install two level-2 charging stations at Town Hall. Also authorization for the Supervisor to sign any related application documents. Each charging station is eligible for a \$4,000 rebate (see letter from E. Garcia).

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

Grant Authorizations and Acceptances:

Accept DASNY grant for \$500,000 for the Brighton Year Round Farmer's Market Facility, Authorize the Supervisor to execute contracts/related documents (Public Works/Recreation Depts.) – The FASC discussed with Evert Garcia the request from Mike Guyon for Town Board action to accept the DASNY Grant in the amount of \$500,000 for the Brighton Year Round Farmer's Market facility. Further authorize the Supervisor to execute contracts and other related documents. Finally authorize any amendments to the Capital Projects budget to facilitate the receipt of revenue and the expense as for this ongoing project (see letter from M. Guyon).

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

Contracts and Contract Change Orders:

Authorize the continuance of Monroe's County's Towing rates for 2020 as approved in February of 2019 (Police Dept.) – The FASC discussed with Chief David Catholdi his request for Town Board action to authorize the continued use of the Monroe County's Towing Rate schedule for 2020. There are no changes to these rates, as approved in February of 2019, and the same rates will continue to be included and applied to the rates of the Town's contracts with our towing vendors (see letter from D. Catholdi).

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

Budget Amendments and Transfers:

Accept donation of \$500 and amend the 2020 budget to utilize these donated funds (Police Dept.) – The FASC discussed with Chief David Catholdi his request for Town Board action to accept a donation of \$500 from Howard and Daphne Cohen and further to authorize an amendment to the budget by appropriating \$500 to revenue account A.POLCE.3120.2705 Gifts & Donations and the same amount to expense account A.POLCE.3120.4.18 Programs & Supplies (see letter from D. Catholdi).

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

Authorize budget amendment in the amount of \$35,000 to utilize forfeited funds in upgrade building securing access in the Public Safety wing (Police Dept.) – The FASC discussed with Chief David Catholdi his request for Town Board action to authorize a budget appropriation in the amount of \$35,000 to expense account A.POLCE.3125.2.60 Facility Improvements. These funds will be utilized from the A.889.JSTCE Proceeds of Forfeited Property reserve to upgrade the electronic access hardware in the Public Safety wing and Police Department areas (see letter from D. Catholdi).

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:

Discussion Item: The annual Tax Cap as related to Special Districts. The FASC discussed the Tax Cap and the Special District tax levy being included in that annual calculation. The Supervisor would like to pass a resolution requesting that Special District levies be exempt for the Tax Cap calculation. This resolution, should it be adopted by the Town Board would be forwarded to the State of New York.

Matters Tabled for Research and/or Discussion:

No matters for this meeting.

Executive Session:

There was a motion by Councilmember Wilt at 4:38 pm to enter an executive session to discuss a real estate matter. This was seconded by Supervisor Moehel and all voting aye.

Due to the sensitive nature of this discussion, notes are not contained herein.

There was a motion by Supervisor Moehle at 5:02 pm to end the executive session and adjourn the meeting. This was seconded by Councilmember Wilt with all voting aye.

**The FASC meeting was adjourned at 5:02 p.m

The next regularly scheduled meeting of the FASC will be held on Tuesday, February 4th, 2020 at 3:30 pm 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****