

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Tuesday, September 15, 2020 Meeting

ATTENDEES

FASC Committee members:

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

Other Town Councilmembers:

Chris Werner

Department Heads/Other attendees:

Mike Guyon (Public Works/Highway)
Chief David Catholdi (Police)
Jeremy Lutz (Information Technology)

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 March 3rd, 2020 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:

Authorize contract with Spectrum for 2021 Internet services for Town Hall Campus, Highway and Recreation (Information Technology Dept.) – The FASC discussed with Jeremy Lutz his request for Town Board action to authorize the Supervisor to execute a contract with Spectrum for internet connection services for the Town. The contract will be effective January 1, 2021 for a term of 36 months with a monthly fee of \$2,360 (annual cost of \$28,320) (see letter from J Lutz).

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:

Declare Equipment in the Highway Department as surplus to be sold at the Fall 2020 Roy Tietsworth, Inc. municipal live auction or at their municipal on line auction (Highway Dept.) – The FASC discussed the with Mike Guyon the request from Tim Anderson for Town Board action to declare certain highway equipment as surplus to be disposed of at the Fall municipal live auction on October 10, 2020 or the online auction as follows:

2005 Kubota Compact Tractor & 60" V-plow & blower

2008 Rugby 9' dump body

Various Motorola radios and base station, antenna tester & meter

These items are no longer needed and do not support Highway Department operations (see letter from T. Anderson).

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

Declare Police cars as surplus to be sold at the Fall municipal live auction or the municipal online auction (Police Dept.) – The FASC discussed with Police Chief Catholdi his request to declare two (2) 2015 Ford SUVs (control numbers 114 & 115) as surplus to be sold at the Fall October 19, 2020 municipal live auction or the municipal online auction. The Vin numbers of these vehicles are listed in the attached communication (see letter from D. Catholdi).

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

Other Matters for Discussion Only:

DISCUSSION on the 2021 Budget (Finance Dept.) – The FASC discussed the 2021 Department Budget requests. Potential further reductions were discussed as well as the public hearing that will be held on October 14, 2020 to exceed the 2021 Tax Cap.

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 5:15 p.m.

The **next regularly scheduled meeting of the FASC will be held on TUESDAY, October 6th, 2020 at 3:30 p.m.** in the Auditorium at the Brighton Town Hall. All members of the public are invited to attend FASC meetings.

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