

**Brighton Town Board**  
**Finance and Administrative Services Committee**  
**Meeting Notes from the Wednesday, June 2, 2021 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:**

Mike DeBadts, CPA  
(Mengel Metzger Barr & Co.)  
Mike Guyon (Public Works/Highway)  
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:** Approval of Minutes – Received and filed the minutes of the November 4, 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:**

No matters for this meeting.

**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 FASC reviewed with Mike DeBadts the Executive Summary of the draft 2020 audited financial statements and the 2020 Single Audit as prepared by the independent audit and accounting firm of Mengel Metzger Barr & Co. LLP (Raymond F. Wager CPA, P.C) along with reports on agreed upon procedures for the Town Clerk/Receiver of Taxes, Justice Court, and Special Reviews. Mike DeBadts presented the audit at the Town Board meeting held on May 26, 2021.

The CIP draft was also distributed to the FASC members for review. Meetings with the Budget Review Task Force Members will begin soon.

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

No matters for this meeting.

**Executive Session:**

There was a motion by Supervisor Moehle to enter an executive session at 9:10 am to discuss litigation relating to the repeal of New York Section 50-a as related to law enforcement. This was seconded by Robin Wilt and all voted aye. Due to the confidential nature of these discussions, notes are not contained herein.

A motion was made by Robin Wilt to end the executive session at 9:20 am. This was seconded by Supervisor Moehle and all voted aye.

\*\*The FASC meeting was adjourned at 9:20 am.

The **next regularly scheduled meeting of the FASC will be held on WEDNESDAY, June 16<sup>th</sup>, 2021 at 8:30 a.m.** in the Auditorium at Brighton Town Hall. All members of the public are invited to attend FASC meetings.

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