

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Wednesday, August 4, 2021 Meeting

ATTENDEES

FASC Committee members:

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

Other Town Councilmembers:

Department Heads/Other attendees:

J. P. O'Brien (Police 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 July 21, 2021 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:

Approve Budget Transfer Amendment for Supervisor's Budget in the amount of \$498 for the purchase of a new office chair (Supervisor's Office) – The FASC discussed with Supervisor Moehle the request from Bridget Monroe for Town Board Action to approve a budget transfer amendment as follows:

To: A.SUPVR.1220.2.12 Office Furniture \$498

From: A.SUPVR.1220.4.89 Miscellaneous Exp. \$498

Funds will be used to purchase a new office chair for the Town Supervisor (see letter from B. Monroe).

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

Personnel Matters:

Approve appointment of Karen Kelley to Office Clerk III in the Police Department effective August 16, 2021 (Police Dept.) – The FASC discussed with J.P. O'Brien the request from Chief David Catholdi for Town Board action to approve an appointment of Karen Kelley to the position of Office Clerk III the Brighton Police

Department. This appointment will be effective August 16, 2021 at the starting hourly wage rate of \$35,471.80, Group 2 Step 1 of the Non-Represented Full-Time Employee Salary Schedule. This appointment is dependent final approval by Monroe County Civil Service (lateral transfer) and will serve a 52 week probationary period (see letter from D. Catholdi).

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

Executive Session:

No matters for this meeting.

Other Matters for Action of the Town Board:

Adopt Bond Resolution in the amount of \$500,000 for the purchase of a fire truck for West Brighton Fire Protection District (WBFPD) – The FASC discussed with Paula Parker her request for Town Board action to adopt a bond resolution in the amount of \$500,000 for the purchase of a fire truck for the West Brighton Fire Protection District. The Bond Resolution is being prepared by the Town's Bond Council and since it is for a five year repayment period, will be subject to an estoppel period only (see letter from P. Parker).

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

Other Matters for Discussion Only:

Budget Workshop Schedule: Wednesday, August 18th and Wednesday, August 25th at 4:00 PM. These workshops will provide an opportunity to discuss the 2022 Department Heads budget requests with the Town Board (schedule attached).

Matters Tabled for Research and/or Discussion:

Approve optional renewal of contract for refuse collection for Waste Management (Public Works Dept.) – The FASC discussed with Mike Guyon the request from Chad Roscoe for Town Board action to approve the optional renewal contract for Waste Management of New York LLC for the 2022 calendar year. The effective date of the contract is January 1 2022 through December 31, 2022 with two of the original four additional renewal options remaining. The annual pricing will increase from the 2021 rate of \$253.14/unit to \$263.11/unit \$9.97 or a 3.94% increase (does not include Town Administration fees) (see letter from C. Roscoe).

This item was tabled pending discussions with Waste Management regarding sustainability and possible alternative refuse collection models – including organics as an example.

**The FASC meeting was adjourned at 8:55 am.

The **next regularly scheduled meeting of the FASC will be held on WEDNESDAY, August 18th, 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****