

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Tuesday, December 14, 2021 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:

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 30, 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:

Contract renewal with Brighton Volunteer Ambulance (Finance Dept.) – The FASC discussed with Paula Parker her request for Town Board action to approve and authorize the Supervisor to execute a renewal agreement with Brighton Volunteer Ambulance for 2022 to provide emergency medical services in the Town in an amount not to exceed \$360,000. This contract is contingent upon Town Attorney's approval (see letter from P. Parker). FASC recommends the Town Board take favorable action on this matter.

Budget Amendments and Transfers:

No matters for this meeting.

Other Matters for Action of the Town Board:

No matters for this meeting.

Personnel Matters:

Authorize/Approve a new Medicare Advantage Base Plan with AETNA effective April 1, 2022 for post 65 retirees (Finance/Personnel Depts.) – The FASC discussed with Paula Parker the request from her and Tricia VanPutte for Town Board action to approve the new AETNA Medicare Advantage Plan 4, as negotiated by FLMHIT, as the Town's new base plan for the over 65 retirees effective April 1, 2022. The new plan either meets or exceeds the Town's current base Medicare Advantage plan through Excellus at a significantly reduced monthly premium. This plan was negotiated by the Finger Lakes Municipal Health Insurance Trust (FLMHIT) for all of its members for their retirees. The Town has selected the AETNA plan 4 which most either closely mirrors or is better than our current base plan. Effective upon implementation of this plan, all other options will be discontinued (see letter from P. Parker & T. VanPutte). FASC recommends the Town Board take favorable action on this matter.

EXECUTIVE SESSION ITEMS (Employment of a particular persons)

Discuss matters related to the employment of particular people. There was a motion by Supervisor Moehle to enter an executive session at 4:00 pm to discuss matters related to the employment of particular people. This was seconded by Robin Wilt and all voted aye.

The committee discussed the matters relating to the employment of particular people.

At 4:10 pm, a motion was made by Supervisor Moehle to end the executive session and continue the regular meeting. This was seconded by Robin Wilt and all voted aye.

The following item was offered:

*Effective January 1, 2022 amend the Department Head Salary schedule as follows:

Move the titles of Data Processing Coordinator and Personnel Director from the Non-Represented Full-Time Salary and Wage Schedule Group 8 to the Department Head Salary Schedule Group A. Further it is noted that the Personnel Director position hours will be increased to a 40 hour work week (from a 35 hour work week) effective also on January 1, 2022. The two positions will be Department Head positions reporting directly to the Town Supervisor and will have benefits as related to the Department Head Schedule personnel. FASC recommends the Town Board take favorable action on this matter.

Executive Session:

(see item under Personnel Section above)

Other Matters for Discussion Only:

Final review of the 2022 FASC Meeting Schedule – Reviewed the updated FASC meeting schedule to be adopted at the January 3rd, 2022 organizational meeting. FASC recommends the Town Board take favorable action on this matter.

Matters Tabled for Research and/or Discussion:

**The FASC meeting was adjourned at 4: 25 pm.

The next regularly scheduled meeting of the FASC will be held on Monday, JANUARY 3, 2022 IMMEDIATELY FOLLOWING THE TOWN ORGANIZATIONAL MEETING in the AUDITORIUM at Brighton Town Hall.
All members of the public are invited to attend FASC meetings.

****AS PER THE REGULAR SCHEDULE (Room Change)****