

**Brighton Town Board**  
**Finance and Administrative Services Committee**  
**Meeting Notes from the Tuesday, September 6, 2022 Meeting**

**ATTENDEES**

**FASC Committee members:**

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

**Other Town Councilmembers:**

Christine Corrado

**Department Heads/Other attendees:**

Mike Guyon (Highway/Public Works)  
Evert Garcia (Public Works)

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 – Receive and file the minutes of the August 17, 2022 meeting.

**Town Bid/Proposal Authorizations and Awards:**

Award bid for the purchase of one (1) trailer mounted boom lift to Integra Supply Corporation in the amount of \$54,950 (Public Works Dept.) – The FASC discussed with Evert Garcia his request for Town Board action to award the bid for the purchase of a trailer mounted boom lift to Integra Supply Corporation in the amount of \$54,950. Integra Supply Corp. was the only respondent. This purchase is budgeted and the bid price is below the budget amount of \$60,000 (see letter from E. Garcia).

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

**Grant Authorizations and Acceptances:**

Adopt the Bridge NY standard resolution award in the amount of \$757,681 for the French Road Bridge maintenance project (as approved on 8/24/2022) (Highway Dept.) – The FASC discussed with Mike Guyon his request for Town Board action to adopt the standard resolution accepting the Bridge NY funding in the amount of \$757,681. This award represents 2021 NY Bridge program application amount for \$757,681 which is inclusive of all anticipated design and construction services (see letter from M. Guyon).

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

***\*\*Action taken at the August 24<sup>th</sup> Town Board meeting:***

***\*\*Accept the Bridge NY Funding award in the amount of \$757,681 for the French Road Bridge maintenance project and authorize the Finance Department to make the necessary budget amendments (Highway Dept.) – The FASC discussed with Mike Guyon his request for Town Board action to accept the Bridge NY funding in the amount of \$757,681 and authorize the Supervisor to execute any contracts and related documents to this award.***

***This award represents 2021 NY Bridge program application amount for \$757,681 which is inclusive of all anticipated design and construction services for the French Road Bridge maintenance project. The Town will have to provide a 5% cash match of \$37,885 (see letter from M. Guyon).***

Accept a SAM grant in the amount of \$100,000 for the Elmwood Avenue Sidewalk Project (Public Works Dept.) – The FASC discussed with Mike Guyon his request for Town Board action to accept a SAM grant in the amount of \$100,000 for the Elmwood Avenue sidewalk project. These funds will be utilized in conjunction with the CDBG funds for this sidewalk project (see letter from M. Guyon).

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

**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:**

No matters for this meeting.

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

No matters for this meeting.

**Executive Session:**

There was a motion made by Robin Wilt at 3:35 pm to enter an executive session to discuss the employment of particular people. This was seconded by Supervisor Moehle and all voted aye.

There was a motion made by Supervisor Moehle at 3:58 pm to end the executive session and end the meeting. This was seconded by Robin Wilt and all voted aye. The meeting was adjourned at 3:58 pm.

**The next regularly scheduled meeting of the FASC will be held on  
Tuesday, September 20<sup>th</sup>, 2022 at 3:30 PM  
in the **AUDITORIUM\*\*** at Brighton Town Hall.  
All members of the public are invited to attend FASC meetings.  
\*\*AS PER THE REGULAR SCHEDULE\*\***