

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Wednesday, January 18, 2023 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:

Melissa Marquez (Genesee Co-op Federal Credit Union)
Barb Van Kerkhove (Empire Justice Center)
Connor Kimball (Enterprise Fleet Management)
Mike Guyon (Public Works/Highway)
Steve Zimmer (Highway/Sewer)

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 – Receive and file the minutes of the January 4, 2023 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:

Approve contract extension (#2 of 2) with Raymond F. Wager, CPA, P.C. a division of Mengel Metzger Barr & Co. LLP for the 2022 Town audit and special review services (Finance Dept.) – The FASC discussed with Paula Parker her request for Town Board action to authorize the second of two contract extensions with Raymond F. Wager, a division of Mengel Metzger Barr & Co. for the 2022 Town Audit and special review services. The total amount of the contract has increased by 5.8% or \$1,700 for the prior year (2021) audit (see letter from P. Parker).

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

Budget Amendments and Transfers:

Accept \$500 donation from Howard Cohen and amend Police 2023 budget (Police Dept.) – The FASC discussed the request from Police Chief Catholdi for Town Board action to amend the Police Department budget as follows:

 Increase (revenue): A.POLCE.3120.2705 Gifts & Donations \$500

 Increase (expense): A.POLCE.3120.4.18 Program & Supplies \$500

This to accept a donation for Howard Cohen in the amount of \$500 to be utilized for Police programs & Supplies (see letter from D. Catholdi).

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

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:

DISCUSSION ITEM: Public Banking Act. Review the proposed bill and discuss sending a letter of support. Melissa Marquez and Barb Van Kerkhove discussed the reintroduced bill in the New York State Senate to set into law the framework and regulations for municipalities to establish public banks. Forming public banks could keep funds local and focus on funding community-based projects serving the needs of the community. This law is in the very early stage of development but support from our local municipal leaders is being sought.

REVIEW ENTERPRISE AUTO LEASE PROGRAM: Connor Kimball presented updated information about the Enterprise Auto lease program. The discussion centered around the leasing versus owning of a portion of our fleet consisting of small to medium size pick-up type trucks. The discussion touched the advantages of keeping our fleet age newer and the flexibility of this type of program. Connor will attend the next FASC meeting on February 1st to review some options.

Matters Tabled for Research and/or Discussion:

No matters for this meeting.

Executive Session:

No matters for this meeting.

The meeting was adjourned at 10:15 a.m.

The next regularly scheduled meeting of the FASC will be held on

Wednesday, February 1st, 2023 at 8:30 AM

in the *AUDITORIUM* at Brighton Town Hall.**

All members of the public are invited to attend FASC meetings.

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