

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Wednesday, May 3, 2023 Meeting

ATTENDEES

FASC Committee members:

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

Other Town Councilmembers:

Department Heads/Other attendees:

Evert Garcia (Public Works)
Earl Johnson (Finance)
Steve Zimmer (Highway)
Suzanne Zaso (Finance)

The Town Board's Finance and Administrative Services Committee (the FASC) met at 8:30 a.m. and reviewed a 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 April 19, 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 two proposals from DebtBook for white glove GASB 96 Leasing implementation and a new contract for debt and lease tracking services (Finance Dept.) – The FASC discussed Paula Parker's request for Town Board action to approve the GASB 96 white glove implementation for lease tracking in the amount of \$2,000 and a new contract for debt and leasing project effective April 2, 2024, through April 1, 2027 in the total amount of \$27,000 - \$6,500; \$9,000 and \$11,500 respectively for each year. The Finance Department has been very happy with the debt service tracking and the implementation of the lease tracking with make the Town compliant with the new GASB 96 regulations (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.

Personnel Matters:

Approve promotion of Anthony Rogers from Laborer to Skilled Laborer effective May 15, 2023 (Sewer Dept.) – The FASC discussed with Steve Zimmer the department's request for Town Board action to approve the promotion of Mr. Anthony Rogers to the position of Skilled Laborer from the position of Labor effective May 15, 2023, at an hourly rate of \$30.59 for a 40-hour week. Mr. Rogers will serve a 26-week probationary period. All other conditions as outlined in the current CSEA bargaining unit agreement (see letter from S. Zimmer). FASC recommends the Town Board take favorable action on this matter.

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 no executive session called this meeting.

The meeting was adjourned at 08:50 am.

**The next regularly scheduled meeting of the FASC will be held on
Wednesday, May 17th, 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****