

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Wednesday, January 3, 2024 Meeting

ATTENDEES

FASC Members:

Robin Wilt (Acting Chair)
William Moehle
Earl Johnson (Staff to the Committee)

Other Town Councilmembers:

Christine Corrado

Department Heads/Other attendees:

Evert Garcia (Public Works)
Rebecca Cotter (Recreation)

FASC Members Absent

Nathaniel Salzman (Chair)

The Town Board's Finance and Administrative Services Committee (the FASC) met at 8:30 a.m. and reviewed all 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 December 20th, 2023 meeting.

Town Bid/Proposal Authorizations and Awards:

Authorization to solicit bids as necessary for goods and services as indicated and included in the 2024 budget (Public Works/Highway/Sewer Depts.) – The FASC discussed Evert Garcia's request for Town Board action to authorize solicitation of bids for goods and services as indicated in the attached communication. All goods and services to be bid have been included in the 2024 budget and State, County, City or other bids will be utilized when in the best interest of the Town (see letter from E. Garcia).

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

Authorization to solicit bids as necessary for goods and services for Town Facilities as indicated and included in the 2024 budget (Public Works/Facility Dept.) – The FASC discussed Evert Garcia's request for Town Board action to authorize solicitation of bids for goods and services for Town Facilities as indicated in the attached communication. All goods and services to be bid have been included in the 2024 budget and State, County, City or other bids will be utilized when in the best interest of the Town (see letter from E. Garcia).

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

Grant Authorizations and Acceptances:

Request for the Town Board to accept a donation from the Town of Brighton Senior Citizens Group (Recreation) – The FASC discussed Rebecca Cotter's request for Town Board action to accept a \$750 donation from the Town of Brighton Senior Citizens Group via the Jack G. Lubelle Foundation to deposit in the Brighton Senior Citizen Program Restricted Fund – CM93.1 (see letter from R. Cotter).

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:

Request for Town Board to approve and authorize 2024 Capital (Vehicles) Re-appropriations and Budget Amendments for the purchase of vehicles (Finance) The FASC discussed Earl Johnson's request for Town Board to approve and authorize re-appropriations for vehicle purchases as planned for in the 2024 CIP with necessary budget amendments based on final vehicle quotes (see letter from E Johnson).

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

Request for Town Board to approve and authorize 2024 Wage and Benefit Budget Amendments (Finance) – The FASC discussed Earl Johnson's request for Town Board to approve and authorize wage and benefit budget amendments due to the new BPPA signed agreement and the adjusted salary and wage schedules adopted per board resolution 12-27-2023-8 (see letter from E Johnson).

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

Executive Session:

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.

The meeting was adjourned at 9:15 am.

**The next regularly scheduled meeting of the FASC will be held on
Wednesday, January 17th, 2024 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**