

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Thursday, March 06, 2024 Meeting

FASC Members:

Nathaniel Salzman (Chair)
Robin Wilt
Earl Johnson (Staff to the Committee)

Other Town Councilmembers:

Christina Corrado

Department Heads/Other attendees:

David Catholdi (Police)
Jim Sprague (Public Works)
Brendan Ryan (Public Works)

FASC Members Absent

William Moehle

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 February 22nd, 2024 meeting.

Town Bid/Proposal Authorizations and Awards:

Request for Town Board to authorize the Town Supervisor to enter into an agreement with Geese Control of New York effective April 1, 2024 (Police) – The FASC reviewed Chief David Catholdi's request for Town Board action to authorize the Town Supervisor to enter into an agreement with Geese Control of New York effective April 1, 2024 thru November 30, 2024 for the monthly rate of \$695 reflecting a \$25 increase, or 3.7%, over the \$670 rate for 2023 as Geese Control of NY is the only vendor in the area that provides geese control services (see letter from D. Catholdi).

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

Request for Town Board to authorize the Town Supervisor to sign M&T Bank provided agreements (two) to approve the designation of a new custodian for our required collateral on uninsured deposits (Finance) – The FASC reviewed Earl Johnson's request for Town Board action to authorize the Town Supervisor to sign two agreements provided by M&T Bank converting our collateral provider from The Bank of New York Mellon to Wilmington Trust, N.A. who is a common provider of custodial services as M&T Bank has been converting all relationships (see letter from E. Johnson).

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

Grant Authorizations and Acceptances:

Authorize the Sustainability Oversight Committee (SOC) to submit an application for an Energy Efficiency and Conservation Block Grant (EECBG) by the April 1, 2024 deadline (SOC) – The FASC reviewed Brendan Ryan's request for Town Board action to approve the ECBG application for the purpose of using the Town's allocation of \$76,350 toward the first year of expenses related to updating the Town's zoning code (see letter from B. Ryan).

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:

Authorize appropriations and transfers for the 2023 budget year end processing and 2024 re-appropriations for grant projects (Finance) – The FASC reviewed Earl Johnson's request for Town Board action to approve the final list of transfers and appropriations necessary to reflect the actual activity that has occurred relative to the 2023 amended budget. This list was slightly updated after the February 28th Board Meeting for additional 2023 claims and adjustments made after the February 22nd FASC meeting (see letter from E. Johnson).

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

Request for Town Board to approve a budget amendment related to the debt service transfer made in 2024 (Finance) – The FASC reviewed Earl Johnson's request for Town Board action to authorize a \$3,550 budget amendment to accommodate a higher transfer from the Debt Service Reserve accounts to help cover a portion of the Debt Service Payments in 2024 due to updated calculations (see letter from E. Johnson).

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

Request for Town Board to approve the Capital Project Closeout for the 2022 Parkland Bond to the corresponding Debt Service Fund for 2024 (Finance) – The FASC reviewed Earl Johnson's request for Town Board action to authorize a \$13,266.09 Transfer of Funds and budget amendment to close the Capital Project remaining balance for the 2022 Parkland Bond to save in that Debt Reserve account to be used to help pay future Debt Service payments on that bond (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.

Chair Nathaniel Salzman adjourned the meeting at 9:05 am.

**The next regularly scheduled meeting of the FASC will be held on
Wednesday, March 6th, 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**