

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Wednesday, April 17, 2024 Meeting

FASC Members:

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

Other Town Councilmembers:

Christine Corrado

Department Heads/Other attendees:

Jim Sprague (Public Works)

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 April 3rd, 2024 meeting.

Town Bid/Proposal Authorizations and Awards:

Request for Town Board to accept the lowest responsible bid received to provide the town's 2024 Cured in Place Pipe - CIPP (DPW) – The FASC reviewed Brendan Ryan's request for Town Board action to authorize the Town Supervisor to award the contract to the lowest responsible bidder for 2024 Cured in Place Pipe (CIPP) Project which was Skanex pipe Services with renewal for up to three additional one-year calendar periods at the sole discretion of the Town of Brighton (see letter from B Ryan).

FASC recommends the Town Board take favorable action on this matter pending additional bid detail.

Grant Authorizations and Acceptances:

No matters for this meeting.

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:

Request for Town Board to approve disposal of fixed asset items declared as surplus for vehicles no longer needed and ready for auction (Highway) – The FACS reviewed Amy Banker’s request for Town Board action to dispose of four vehicles determined by our highway department as surplus no longer needed and ready for auction per our usual process as these vehicles have been replaced and deemed too costly to maintain or no longer needed (see letter from A. Banker).

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

Other Matters for Discussion Only:

Presentation of the Supervisor’s 2024 Town Budget Report for the Three-month Period Ended March 31, 2024 (E Johnson, Director of Finance).

There was no recommendation for the Town Board on this matter.

Discussion regarding locking in longer term investment interest rates for the remainder of 2024 (E Johnson, Director of Finance).

There was no recommendation for the Town Board on this matter.

Executive Session:

No matters for this meeting.

Matters Tabled for Research and/or Discussion:

No matters for this meeting.

Chair Nathaniel Salzman adjourned the meeting at 9:20 am.

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

Wednesday, May 1st, 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****