

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Wednesday, May 1, 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:

Matt Beeman (Parks)
Chief Catholdi (Police)
Gary Donofrio (Facilities)
Ken Hurley (Public Works)
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 17th, 2024 meeting.

Town Bid/Proposal Authorizations and Awards:

No matters for this meeting.

Grant Authorizations and Acceptances:

Authorize the Town Supervisor to accept a one-time Byrne Memorial Justice Assistance Grant in the amount of \$253,321. (Police) – The FASC reviewed Chief David Catholdi's request for Town Board action to authorize the Town Supervisor to accept this JAG Grant in the amount of \$253,321 for the purpose of replacing 45 of the department's Electronic Control Devices (ECD), portable LED lights used at sobriety checkpoints and replace our ballistic shields used as part of our active threat response program (see letter from D Catholdi).

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

Contracts and Contract Change Orders:

Authorize the Town Supervisor to execute a contract with Young Explosives for the 4th of July 2024 celebration (Parks) – The FASC reviewed Matt Beeman's request for Town Board action to authorize the Town Supervisor to execute a contract with Young Explosives to provide the 2024 4th of July fireworks display. The cost of this contract will not exceed \$16,500 (2023 rate was \$16,500) and Young Explosives will provide all the necessary insurance information naming the Town of Brighton as additionally insured. Funds are available in the 2024 celebrations budget (see letter from M. Beeman).

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

Authorize the Town Supervisor to execute a contract with the Skycoasters for the 4th of July 2024 celebration (Parks) – Request from Matt Beeman for Town Board action to authorize the Town Supervisor to execute a contract with the Skycoasters to provide music at the 2024 4th of July celebration. The cost of this contract will not exceed \$4,000 (2023 rate was \$3,800) and funding is available in the celebrations budget (see letter from M. Beeman).

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

Budget Amendments and Transfers:

No matters for this meeting.

Personnel Matters:

Authorize the Town Supervisor to amend the existing Seasonal Laborer Employee Wage Schedule to \$18.00/hour to also include seasonal laborers working in the Parks Department (Parks) – The FASC reviewed Matt Beeman's request for Town Board action to authorize the Town Supervisor to amend the Seasonal Laborer Employee Wage Schedule to \$18.00/hour including the Parks Department seasonal laborers under the S – Group I Title (see letter from M Beeman).

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:

Discussion regarding Town Hall Renovation related RFPs (Moving Services, On-Site Storage Containers & Construction Inspection, etc.) and the project bond resolution timetable (J Sprague, Commissioner of Public Works & E Johnson, Director of Finance).

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

Discussion regarding cell tower lease with Crown Castle (AT&T) located at the Highway Department (1941 Elmwood Ave) and expiring in 2034 (J Sprague, Commissioner of Public Works).

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 9:15 am.

**The next regularly scheduled meeting of the FASC will be held on
Wednesday, May 15th, 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****