

**Brighton Town Board**  
**Finance and Administrative Services Committee**  
**Meeting Notes from the Tuesday, August 21, 2024 Meeting**

**FASC Members:**

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

**Other Town Councilmembers:**

Chris Werner

**Department Heads/Other attendees:**

Dan Aman (Town Clerk)  
Jim Sprague (Public Works)  
Lisa Fybush (Resident)  
Louise Nouros (Resident)  
Paul Giovia (Channal 13)

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 August 7th, 2024 meeting.

**Town Bid/Proposal Authorizations and Awards:**

No matters for this meeting.

**Grant Authorizations and Acceptances:**

Request for the Town Board to authorize the Recreation Department to accept a donation from WomanTours, Inc for \$280 (Recreation) – The FASC reviewed a request from Rebecca Cotter for the Recreation Department to accept this donation from WomanTours, Inc in support of the department's September Brighton Community Bike Ride and make the necessary budget amendment to offset program costs (see letter from R Cotter):

**FASC recommends the Town Board take favorable action on this matter and thanks WomanTours Inc owner Jackie Marchand for the generous donation.**

**Contracts and Contract Change Orders:**

No matters for this meeting.

### **Budget Amendments and Transfers:**

Request for the Town Board to approve a budget amendment to transfer funds for the purpose of adding an envelope holder and anti-fishing attachment (Town Clerk) – The FASC reviewed a request from Dan Aman for Town Board action to approve a budget amendment to transfer funds between Clerk accounts for the payment drop boxes modification adding an envelope holder and anti-fishing attachment (see letter from D Aman).

From: Exp Acct A.CLERK.1330.4.74 Memberships/Training (\$335.00)

To: Exp Acct A.CLERK.1330.2.12 Office Furniture \$335.00

**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:**

Request for the Town Board to set two public hearings for the purpose of allowing for community input regarding the 2025 Town & Special District Budgets, Charges and Assessment Rolls (Finance) – The FASC reviewed a request from Earl Johnson for Town Board action to set two public hearings during the month of October, as traditionally designated, at the regularly scheduled Town Board meetings of October 9, 2024 and October 23, 2024, for the purpose of reviewing the Assessment Rolls for Special District charges and improvements and for Sewer Rents as well as the 2025 Town Operating and Capital Improvement Budgets (see letter from E Johnson).

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

Request for the Town Board to set a public hearing for the purpose of authorizing the Town Board to accept a budget for 2025 that may possibly exceed the tax levy limit (Finance) – The FASC reviewed a request from Earl Johnson for Town Board action to set a public hearing on October 9, 2024, during the regularly scheduled board meeting, to discuss the adoption of a local law allowing the Town Board to accept a budget commencing on January 1, 2025 that possibly may exceed the tax levy limit (see letter from E Johnson).

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

### **Other Matters for Discussion Only:**

Discussion regarding the future plans for the town pool (Town Residents) – The FASC accepted comments from Lisa Fybush and Louise Nourus and discussed the status of the town pool.

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

Discussion regarding the First Draft of the 2025-2027 Capital Improvement Plan (CIP) Budget (E Johnson, Director of Finance).

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

**Matters Tabled for Research and/or Discussion:**

No matters for this meeting.

**Executive Sessions:**

FASC entered into Executive Session at 8:35 am to discuss a matter related to current litigation.

FASC adjourned the Executive Session returning to Open Session at 9:05 am.

Chair Nathaniel Salzman adjourned the meeting at 9:35 am.

**The next regularly scheduled meeting of the FASC will be held on  
Wednesday, September 4, 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\*\***