

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Wednesday, September 18, 2024 Meeting

FASC Members:

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

Other Town Councilmembers:

Department Heads/Other attendees:

Marcia Adams (Finance)
Ken Hurley (Public Works)
John Mancuso (Attorney to the Town)
JP O'Brien (Police)
Lisa Pavlovych (Court)

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 October 2, 2024 meeting.

Town Bid/Proposal Authorizations and Awards:

No matters for this meeting.

Grant Authorizations and Acceptances:

Request for Town Board to approve the Town Court to pursue a 2024-2025 Justice Court Assistance Program Grant (JCAP) for courtroom office equipment (Town Court) – The FASC reviewed a request from Lisa Pavlovych for Town Board action to approve the Town Court to pursue a grant opportunity with JCAP in order to purchase office equipment for Judge Vilkhu's courtroom (see letter from L Pavlovych).

Contracts and Contract Change Orders:

No matters for this meeting.

Budget Amendments and Transfers:

Request for Town Board to approve a budget amendment to the Consolidated Sidewalk District allowing for additional necessary residential driveway repairs of up to \$30,000 (Public Works) – The FASC reviewed a request from Jim Sprague and Amy Banker for Town Board action to approve a budget amendment to the Consolidated Sidewalk District, up to \$30,000 to account SK.SWLKD.5411.2.65, to accommodate additional residential driveway repairs at approximately 10 locations which will be covered by that district's fund balance (see letter from A Banker).

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 Town Board to adopt a local law, ordinance or resolution, as necessary to acknowledge the RPTL 466-a exemption which offers a 10% property tax exemption to volunteer firefighters and ambulance workers who have met service requirements (Assessor) – The FASC reviewed a request from Pamela Post for Town Board action to adopt a local law, ordinance or resolution, as necessary to acknowledge the RPTL 466-k exemption has been changed to the RPTL 466-a exemption which offers a 10% property tax exemption to volunteer firefighters and ambulance workers who have met service requirements (see letter from P Post).

FASC recommends the Town Board take favorable action on this matter including adding the optional spousal extension.

Authorize the Town Supervisor to execute an agreement for veterinary and related services to be performed at our annual Rabies Clinic on October 5, 2024 (Police) – The FASC reviewed a request from Chief Catholdi for Town Board action to authorize the Town Supervisor to execute an agreement for professional services with two veterinarians and two veterinary technicians for veterinary and related services, to be performed at our annual Rabies Clinic on October 5, 2024, at the same terms and rates as last year and funded in this year's Animal Control Budget (see letter from Chief Catholdi).

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

Other Matters for Discussion Only:

Presentation of the Town's Tentative Operating, Capital & Special District Budgets for 2025. (Earl Johnson, Director of Finance).

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

Notice to the Town Board that the Tentative Budget will be filed in the Office of the Town Clerk where it is available for inspection by any interested person during business hours including the proposed salaries of the Town Officers (Finance) – Notice from Earl Johnson to the Town Board that the Tentative Budget will be filed in the Office of the Town Clerk where it is available for inspection by any interested person during business hours, including the proposed salaries of the Town Officers, and the said budget will become the preliminary budget after any modifications approved by the Town Board and that two public hearings are scheduled during the scheduled meetings on October 9, 2024 and October 23, 2024 (see notice from E Johnson).

FASC recommends the budget be available for inspection following the Town Board meeting.

Matters Tabled for Research and/or Discussion:

No matters for this meeting.

Executive Sessions:

FASC entered into Executive Session at 8:30 am to discuss a matter of ongoing litigation and the employment of a particular person.

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

Chair Nathaniel Salzman adjourned the meeting at 9:50 am.

**The next regularly scheduled meeting of the FASC will be held on
Wednesday, October 2, 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****