

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Wednesday, November 20, 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:

Chief Catholdi (Police)
Sara Krusenstjerna (Supervisor)
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 November 6, 2024 meeting.

Town Bid/Proposal Authorizations and Awards:

No matters for this meeting.

Grant Authorizations and Acceptances:

No matters for this meeting.

Contracts and Contract Change Orders:

Request for the Town Board to approve a contract renewal with Brighton Volunteer Ambulance to provide emergency medical services (Finance) – The FASC reviewed a request from Earl Johnson for Town Board action to approve and authorize the Supervisor to execute a renewal agreement with Brighton Volunteer Ambulance for 2025 to provide emergency medical services in the Town in an amount not to exceed \$400,000. Contract contingent upon Town Attorney's approval (see letter from E. Johnson).

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

Request for the Town Board to authorize the Town Supervisor to sign an agreement with North Eastern Rescue Vehicles for (1) Wheeled Coach Type II 2024 Ford Chassis Ambulance (Public Works) – FASC reviewed a request from Earl Johnson for Town Board action to authorize the Town Supervisor to sign an agreement with North Eastern Rescue Vehicles for (1) Wheeled Coach Type II 2024 Ford Chassis Ambulance at an amount of \$138,000 (see letter from E Johnson).

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

Request for the Town Board to authorize the Town Supervisor to sign an agreement with Skanex Pipe Services for Installation of Pipe Roller Brackets (Public Works) – The FASC reviewed a request from Tim Jason for Town Board action to authorize the Town Supervisor to sign an agreement with Skanex Pipe Services as the low, responsible and responsive bidder for the Installation of Pipe Roller Brackets at a Base Bid amount of \$47,824 (see letter from T Jason).

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

Budget Amendments and Transfers:

No matters for this meeting.

Personnel Matters:

No matters for this meeting.

Other Matters for Action of the Town Board:

Approve FASC meeting schedule for 2025 to be included in the 2025 Organizational meeting (Finance) – The FASC reviewed the proposed 2025 FASC meeting schedule for approval. The schedule will be included at the January 2, 2025 Organizational meeting (see final draft).

FASC recommends the Town Board take favorable action on this matter, either at an 8:30 or 9:00am starting time.

Request for Town Board to give permission to declare one police vehicle as surplus and prepare it for auction (Police) – The FASC reviewed a request from Chief Catholdi for the Town Board to give permission to the Chief of Police to declare the listed vehicle as surplus and prepare it for auction; if appropriate this vehicle may be repurposed to another town department (see letter from D Catholdi).

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

Other Matters for Discussion Only:

Discussion regarding vehicle re-assignments December 2024 (see letter from 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 8:55 am to discuss the employment of particular persons.

FASC adjourned the Executive Session returning to Open Session at 9:00 am.

Chair Nathaniel Salzman adjourned the meeting at 9:00 am.

**The next regularly scheduled meeting of the FASC will be held on
Wednesday, December 4, 2024 at 8:30 AM
In ROOM #159 at Empire State University, 680 Westfall Road.
All members of the public are invited to attend FASC meetings.**

****AS PER THE REGULAR SCHEDULE****