

**Brighton Town Board**  
**Finance and Administrative Services Committee**  
**Meeting Notes from the Wednesday, February 5, 2025 Meeting**

**FASC Members:**

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

**Other Town Councilmembers:**

**Department Heads/Other attendees:**

Chief Catholdi (Police)  
Rebecca Cotter (Recreation)  
William Haefner (Highway)  
Sara Krusenstjerna (Supervisor)  
Chad Roscoe (DPW)  
Brendan Ryan (Public Works)

Jim Berger (Town of Brighton Resident)

The Town Board's Finance and Administrative Services Committee (the FASC) met at 8:40 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 January 15, 2025 meeting.

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

No matters for this meeting.

**Grant Authorizations and Acceptances:**

Authorize the Police Department to accept a one-time Byrne Memorial Justice Assistance Grant in the amount of \$189,273. (Police) – The FASC continued their review of a 1/15/2025 request from Chief David Catholdi for Town Board action to authorize the Town Supervisor to accept this JAG Grant in the amount of \$189,273 to purchase a fence to separate our police patrol vehicle parking lot from the public, replacement of external ballistic vests, trauma kit replacements, new E-bikes for our bicycle patrol unit, storage drawer units for our police vehicles, a new identification card printer upgrade, an electronic whiteboard for major case investigations, and a roadside field sobriety testing kit and approve making the appropriate Budget Amendment when appropriate costs and accounts are determined (see letter from D Catholdi).

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

Request for the Town Board to authorize the Town Supervisor to accept an award from the Monroe County Legislature for Sidewalk Funding and enter into a Intermunicipal Agreement (DPW) – Request from Chad Roscoe for the Town Board to authorize the Town Supervisor to accept an award from the Monroe County Legislature for Sidewalk Funding for approximately 200 LF on Edgewood Avenue, 800 LF on Allens Creek Road, 2,450 LF on Elmwood Avenue, 2,850 LF on Westfall Road in the amount of \$893,500 and enter into a Intermunicipal Agreement with Monroe County (see letter from C Roscoe).

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

**Contracts and Contract Change Orders:**

Request for the Town Board to approve a purchase from sole source vendors Traditional Concrete and Magniflood Lighting to repair two damaged streetlight poles and light fixtures on Elmwood Avenue (DPW) – The FASC reviewed a request from Brendan Ryan for Town Board action to approve a purchase from sole source vendors Traditional Concrete and Magniflood Lighting to repair two damaged streetlight poles and light fixtures on Elmwood Avenue near 12 Corners and for the Finance Department to make the necessary budget amendment including reimbursement from an insurance claim for one pole and streetlight (see letter from B Ryan).

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

Request for the Town Board to authorize the Town Supervisor to enter into an agreement with the County of Monroe to accept STOP-DWI funding (Police) – The FASC reviewed a request from Chief Catholdi for the Town Board to authorize the Town Supervisor to enter into STOP-DWI agreements with the County of Monroe for the 2025 High Visibility Campaign for \$5,500.00 and 2025 Enhanced Enforcement for \$8,801.00 and accept any additional STOP-DWI funding for the remainder of 2025 (see letter from D Catholdi).

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

Request for the Town Board to authorize the Town Supervisor to enroll in the Carfax Police Crash Assistance Program for the Brighton Police Department (Police) – The FASC reviewed a request from Chief Catholdi for the Town Board to authorize the Town Supervisor to enroll in the Carfax Police Crash Assistance Program for the Brighton Police Department allowing the public to access accident reports 24 hours a day and approve setting the convenience fee at \$10.00 per accident report (see letter from D Catholdi).

**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:**

No matters for this meeting.

**Other Matters for Discussion Only:**

Discussion regarding the Recreation Department's plans to issue an RFP, if it is determined that Senior Dining is to be offered in 2025 as part of the approved Intermunicipal Agreement with Monroe County for Senior and Youth Congregate Programming (Recreation) – The FASC discussed Rebecca Cotter's plans for the Recreation Department to issue an RFP for Senior Dining for the already approved resolution to participate in the Monroe County Senior and Youth Congregate Programming award for \$406,524.18 approved on November 13, 2024.

Discussion regarding the Highway Department's proposal to utilize remaining DASNY East Avenue Project funds to purchase a sidewalk tractor to maintain that section of sidewalk (Highway) – The FASC discussed William Hafener's proposal to purchase a versatile sidewalk tractor to maintain the new East Avenue Sidewalk Extension.

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

No matters for this meeting.

**Executive Sessions:**

No matters for this meeting.

Chair Nathaniel Salzman adjourned the meeting at 9:40 am.

**PLEASE NOTE THE NEXT MEETING IS ON THURSDAY, FEBRUARY 20TH**

**The next regularly scheduled meeting of the FASC will be held on  
Thursday, February 20, 2025 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 UPDATED SCHEDULE\*\***