

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Wednesday, July 2, 2025 Meeting

FASC Members:

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

Other Town Councilmembers:

Christine Corrado

Department Heads/Other attendees:

Glen Layton (Public Works)
Sara Krusenstjerna (Supervisor)

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 June 18, 2025 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 the NYSDOT Supplemental Agreement Adjustment/Calculations Worksheet for the 2024/2025 snow season (Highway) –
The FASC reviewed a request from Bill Haefner for Town Board to approve and authorize the Town Supervisor to execute a supplemental agreement to the NYSDOT Snow & Ice Agreement for the 2024/2025 snow season as this amendment will add approximately \$22,878.81 to the base contract amount as illustrated on the worksheet bringing the 2024/2025 contract estimate to \$285,853.68 due to the severity of the winter season for snow and ice removal (see letter from W. Haefner).

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

Budget Amendments and Transfers:

No matters for this meeting.

Personnel Matters:

Request for Town Board to accept the resignation of Animal Control Officer Juliana Wilde with the Town of Brighton effective July 9, 2025 (Police) – The FASC reviewed a request from Chief Catholdi for Town Board action to accept the resignation, with regret, of Animal Control Officer Juliana Wilde effective July 9, 2025 (see letter from D. Catholdi).

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

Other Matters for Action of the Town Board:

Request for Town Board to approve disposal of fixed asset items per town policy for IT items that have no remaining value (IT) – The FASC reviewed a request from Jeremy Lutz for Town Board action to dispose of fixed assets per town policy as detailed because they are no longer needed to support departmental operations (see letter from J. Lutz).

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

Other Matters for Discussion Only:

A brief Town Hall Renovation Project update was provided regarding recent progress (no formal correspondence).

A brief discussion was held regarding the decrease in overall Taxable Assessed Valuation (TAV) for the Town of Brighton comparing the projected total for next year's budget with this year's total (no formal correspondence).

Matters Tabled for Research and/or Discussion:

No matters for this meeting.

Executive Sessions:

FASC entered into Executive Session at 8:55 am for a discussion regarding the employment of particular persons.

FASC adjourned the Executive Session returning to Open Session at 09:05 am.

Chair Nathaniel Salzman adjourned the meeting at 09:05 am.

**The next regularly scheduled meeting of the FASC will be held on
Wednesday, July 16, 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****