

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Wednesday, July 16, 2025 Meeting

FASC Members:

Nathaniel Salman (Chair)
Robin Wilt
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 July 2, 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 Town Board to authorize the Town Supervisor to sign change orders #2,3,5,6 & 7 with Landry Mechanical for plumbing related work which would exceed the approved 10% authorization (DPW) – The FASC reviewed a request from Ken Hurley for the Town Board to authorize the Town Supervisor to sign change orders #2,3,5,6 & 7 with Landry Mechanical for plumbing related work as described for \$48,053.24 which would exceed the approved 10% authorization (see letter from K. Hurley).

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

Request for the Town Board to authorize the Town Supervisor to sign an engagement letter with Mengal Metzgar Barr & Co, LLP for all audit services for 2025 & 2026 (Finance) – Request from Earl Johnson for Town Board action to authorize the Town Supervisor to sign an engagement letter for all audit services with Mengal Metzgar Barr & Coy, LLP for the 2025 & 2026 audits at a 3.6% increase each year with no increase to the Single Audit rate (see letter from E. Johnson).

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:

Town Hall Renovation progress update (brief update of progress provided (no materials)).

Discussion with the Budget Review Task Force for the purpose of reviewing the 2026 Capital Improvement Projects (CIP) as presented by town staff (Finance) – The Budget Review Task Force met with department heads on June 20th, 25th and 26th to discuss their CIP requests which we review (see draft CIP list from E Johnson).

Presentation of the Supervisor's 2025 Town Budget Report for the Six-month Period Ended June 30, 2025 (E Johnson, Director of Finance).

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 09:05 am.

**The next regularly scheduled meeting of the FASC will be held on
Wednesday, August 6, 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*****