

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Wednesday, October 1, 2025 Meeting

FASC Members:

Nathaniel Salman (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 8:35 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 September 17, 2025 meeting.

Town Bid/Proposal Authorizations and Awards:

No matters for this meeting.

Grant Authorizations and Acceptances:

Request for the Town Board to authorize the Police Department to accept a donation from Dama Jung in the amount of \$100.00 (Police) – The FASC reviewed a request from Chief David Catholdi for the Police Department to accept this generous donation from Dama Jung with great appreciation and make the necessary budget amendment to accept this donation (see letter from D Catholdi).

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

Contracts and Contract Change Orders:

Request for Town Board to authorize the Town Supervisor to sign a change order with Landry Mechanical in order to complete additional plumbing work (PCO#16 & 17) which would exceed the approved 10% authorization (DPW) – The FASC reviewed a request from Glen Layton for the Town Board to authorize the Town Supervisor to sign a change orders with Landry Mechanical in the amount of \$7,634.22 in order to complete additional plumbing work (PCO#16 & 17) which would exceed the approved 10% authorization to exceed the base bid (see letter from G. Layton).

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:

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 8, 2025 and October 22, 2025 (see notice from E Johnson).

Discussion regarding the proposed 2025 Special District Tax Levies and Tax rates (E Johnson, Director of Finance)

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

Matters Tabled for Research and/or Discussion:

No matters for this meeting.

Executive Sessions:

FASC entered into Executive Session at 9:00 am for a discussion regarding the employment of a particular person.

FASC adjourned the Executive Session returning to Open Session at 9:15 am.

Chair Nathaniel Salzman adjourned the meeting at 9:15 am.

**The next regularly scheduled meeting of the FASC will be held on
Wednesday, October 15, 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****