

**Brighton Town Board**  
**Finance and Administrative Services Committee**  
**Meeting Notes from the Wednesday, October 15, 2025 Meeting**

**FASC Members:**

Nathaniel Salman (Chair)  
William Moehle  
Earl Johnson (Staff to the Committee)

**Other Town Councilmembers:**

Christine Corrado

**Department Heads/Other attendees:**

Ken Hurley (Public Works)  
Glen Layton (Public Works)

The Town Board's Finance and Administrative Services Committee (the FASC) met at 8:45 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 October 1, 2025 meeting.

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

Request for the Town Board to approve a purchase from Magniflood three (3) harp style luminaires in the amount of \$7,155.00 to repair lights damaged along Elmwood Avenue near I-590 (DPW) – The FASC reviewed a request from Glen Layton for Town Board action to approve a purchase from Magniflood three (3) harp style luminaires in the amount of \$7,155.00 to repair lights damaged along Elmwood Avenue near I-590 after they were the lowest bidder to respond to an RFP (see letter from G Layton).

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

Request for the Town Board to approve MVP health plan rates for 2026 and authorize the Town Supervisor to execute related contracts (Personnel) – The FASC reviewed a request from Tricia VanPutte for Town Board action to approve the renewal of the current health insurance plans for both active employees and pre-65 retirees as related to MVP for 2026 with rates as provided in addition to approving the Health Savings Account contributions for employees selecting the HDHP option at the same rate of \$800.00 single, \$1,600.00 2-person and \$2,000.00 family coverages with 50% of the total contribution being contributed in January and the remaining balance being distributed over the payroll period with exceptions, as policy allows, for demonstrated hardship cases and authorize the Town Supervisor to execute any agreements as needed (see letter from T VanPutte).

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

Request for the Town Board to approve Dental 2026 rates and authorize related contracts (Personnel) – The FASC reviewed a request from Tricia VanPutte for Town Board action to approve the dental insurance rates for both active employees and retirees as related to dental benefits for 2026 and authorize the Town Supervisor to execute any agreements as needed for this benefit plan. For 2026 our Town rates will increase \$0 monthly for each plan type (Single options increasing by \$0 monthly and Family options increasing by \$0 monthly) and an increase of \$.19 in the administrative fee (\$5.05 from \$4.86) charged by Excellus. (see letter from T VanPutte).

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

Request for the Town Board to approve Flexible Spending Administration participant monthly rate – Lifetime Benefit Solutions, Inc. for 2026 and authorize related contracts (Personnel) – The FASC reviewed a request from Tricia VanPutte for Town Board action to approve the per participant monthly rate of \$3.15 (no change from the 2025 rate) and a compliance service rate of \$325 annually (no change from the 2025 rate) and authorize the Town Supervisor to execute the contract and any related documents (see letter from T VanPutte).

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

Request for the Town Board to approve EyeMed Vision/Eyewear Benefit for 2026 and authorize related contracts (Personnel) – The FASC reviewed a request from Tricia VanPutte for Town Board action to approve the EyeMed Vision/Eyewear Benefit rates for 2026 from this FLMHIT program began in 2018 that is a benefit with no premium cost to the town and whose rates remain unchanged from January 2022 and authorize the Town Supervisor to execute any agreements as needed for this benefit plan (see letter from T VanPutte).

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

Request for the Town Board to approve Excellus Medicare Supplemental plan rates for 2026 for post-65 retirees and authorize related contracts (Personnel) – The FASC reviewed a request from Tricia VanPutte for Town Board action to approve the Excellus Medicare Supplemental insurance plan for the post-65 retirees for 2026 with rates as provided and authorize the Town Supervisor to execute any agreements as needed for this benefit plan (see letter from T VanPutte).

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

Request for the Town Board to approve Teamsters' Health Plan rates for 2026 and authorize related contracts (Personnel) – The FASC reviewed a request from Tricia VanPutte for Town Board action to approve the health insurance 2026 rates related to the Teamsters' health plan for the Teamster Local 118 members with rates as provided and authorize the Town Supervisor to execute any agreements as needed for this benefit plan (see letter from T VanPutte).

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

### **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 a change order with Ravi Engineering for the in order to complete the final inspection services for the French Road Bridge Project which would exceed the approved 10% authorization by \$2,755 (DPW) – The FASC reviewed a request from Ken Hurley for the Town Board to authorize the Town Supervisor to sign a change order with Ravi Engineering in order to complete the final inspection services for the French Road Bridge Project which would exceed the approved 10% authorization to exceed the base bid (\$120,000) by \$2,755 at a total of \$134,755 (see letter from K. Hurley).

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

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 #18,19, & 20) 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 \$19,536.34 in order to complete additional plumbing work (PCO #18,19 & 20) 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.**

Request for Town Board to authorize the Town Supervisor to sign a change order with Milestone Construction Partners in order to complete additional general construction work (PCO #40 & 42) 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 Milestone Construction Partners in the amount of \$10,120.00 in order to complete additional general construction work (PCO #40 & 42) 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:**

Request for the Town Board to approve a budget amendment transferring \$15,280 from the General Fund to the Capital Project Fund to finance the final portion of the French Road Bridge Repair (DPW) – The FASC reviewed a request from Ken Hurley for the Town Board to approve a budget amendment transferring \$15,280 from the General Fund (A.UNDST.9.10) to the Capital Project Fund (H.BRIDGE.FRNC.5010) to finance the final portion of the French Road Bridge Repair (see letter from K Hurley).

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

**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:**

Presentation of the Supervisor's 2024 Town Budget Report for the Nine-month Period Ended September 30, 2024 (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 9:45 am for a discussion regarding the employment of particular person(s).

FASC adjourned the Executive Session returning to Open Session at 9:50 am.

Chair Nathaniel Salzman adjourned the meeting at 9:50 am.

**The next regularly scheduled meeting of the FASC will be held on  
Wednesday, November 5, 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\*\***