

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Tuesday June 19, 2012 Meeting

Attendees: Council Members Jason DiPonzio, Jim Vogel, and Louise Novros, Supervisor Bill Moehle, Elaine Ainsworth, Mark Henderson, Jerry LaVigne, Ramsey Boehner, Gary Brandt, Andrew Robinson, and Suzanne Zaso (as Staff to the Committee).

The Town Board's Finance and Administrative Services Committee (the FASC) met at 3:30 p.m. and reviewed a number of 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:

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:

No matters for this meeting.

Budget Amendments and Transfers:

Appropriate Fund Balance for Grant (Finance/Fire Marshal) - The FASC discussed with Suzanne Zaso her request for Town Board authorization to appropriate \$2,500 in grant funding received from State Farm Insurance Company in 2011 to purchase smoke and carbon monoxide detectors for Town residents who do not have working detectors in their homes. The 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:

Acceptance of Clean Sweep 2012 Program Donations (Town Board) - The FASC discussed with Suzanne Zaso and Louise Novros their request for Town Board action to accept the cash donations of \$3,400 and the in-kind donations as indicated in their memo for the 2012 Clean Sweep Program. This event was fully supported by these donations.

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

Other Matters for Discussion Only:

The FASC discussed with Andrew Robinson along with department heads Chief Mark Henderson, Jerry LaVigne, and Ramsey Boehner (representing Public Works) the draft Capital Improvement Plan (CIP) for 2013 to 2015. This draft includes some amendments to the initial requests from departments, but has not yet gone through the review of the Budget Review Task Force or the Sustainability Committee. It is anticipated to return to the FASC in July with a proposed CIP plan for Town Board review and adoption.

Matters Tabled for Research and/or Discussion:

No matters for this meeting.

Executive Session:

Councilmember Jason DiPonzio motioned to go into executive session at 3:38 pm. The motion was seconded by Supervisor William Moehle. The employment of a particular person was discussed. A motion was moved by Councilmember Jason DiPonzio to exit executive session at 3:55 pm and seconded by Supervisor William Moehle.

Next Meeting:

The next REGULAR meeting of the Town Board's Finance and Administrative Services Committee is scheduled for **MONDAY, July 2, 2012 beginning at 3:30 pm** and will be held in the Stage Conference Room at Town Hall.