

**Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Tuesday October 2, 2012 Meeting**

Attendees: Councilmembers Christopher Werner and Jason DiPonzio, Supervisor Bill Moehle, J.P. O'Brien, Jerry LaVigne, Mike Guyon, Tim Keef, 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:

Request to Seek Proposals for Farm Structure Demolition (Public Works) - the FASC discussed with Tim Keef his request for Town Board authorization to seek proposals for the demolition of farm structures at Buckland Park rated in poor condition.

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

Request to Solicit Bids for Construction of Corwin Road Bridge Preventive Maintenance Project (Public Works) - The FASC discussed with Mike Guyon his request for Town Board authorization to solicit bids for construction services to complete the preventive maintenance associated with the Corwin Road Bridge project. Eighty percent of this project is federally funded and 15% of the construction will be from Marcheselli funds.

The 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:

No matters for this meeting.

Budget Amendments and Transfers:

Budget Transfer for Police Vehicle (Police/Finance) - The FASC discussed with Suzanne Zaso and J.P. O'Brien the request for Town Board action to approve budget transfers in the Police Dept. from employee benefits to automobiles and set-up totaling \$33,850 to enable the purchase of a Police vehicle. The FASC recommends the Town Board take favorable action on this matter.

Budget Appropriation for Vehicle Parts, Supplies, and Repairs (Highway) - The FASC discussed with Tim Keef the request from Amy Banker for Town Board action to approve a budget appropriation of \$46,000 spread between various Highway supplies and repair accounts to be fully supported by unanticipated revenues from Monroe County to resurface Crittenden Road. 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:

Resolution Granting NYSDOT Permission to Relocate Sanitary Sewer (Public Works) - The FASC discussed with Mike Guyon his request for Town Board adoption of a resolution authorizing the NYS Dept. of Transportation to relocate Town sanitary sewer pipes as part of the Diverging Diamond project on Winton Road. The FASC recommends the Town Board take favorable action on this matter.

Other Matters for Discussion Only:

No matters for this meeting.

Matters Tabled for Research and/or Discussion:

Lease Renewal with AT&T for Cell Tower Rent (Finance) - The FASC discussed with Suzanne Zaso her request for Town Board action to authorize the Supervisor to execute a renewal lease agreement with AT&T Wireless PCS, LLC commencing August 1, 2015 for a period of five years with the option of two additional five-year terms. The FASC requested that this item be tabled until a survey of what other municipalities are receiving for cell tower rent could be gathered and evaluated.

Executive Session:

No matters for this meeting.

Next Meeting:

The next REGULAR meeting of the Town Board's Finance and Administrative Services Committee is scheduled for **Tuesday, October 16, 2012 beginning at 3:30 pm** and will be held in the Stage Conference Room at Town Hall.