

**Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Wednesday January 2, 2013 Meeting**

Attendees: Councilmembers Christopher Werner, Jason DiPonzio, Louise Novros, and Jim Vogel, Supervisor Bill Moehle, Mark Henderson, Gary Brandt, Mike Guyon, and Suzanne Zaso (as Staff to the Committee).

The Town Board's Finance and Administrative Services Committee (the FASC) met at 1:00 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:

Contract Extension for Pedestrian and Bicycle Master Plan (Public Works) - The FASC discussed with Mike Guyon his request for Town Board action to extend the contract with EDR to provide pedestrian and bicycle master plan services through March 2013. There are no additional costs associated with this extension.

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

Contract Renewal with Brighton Volunteer Ambulance (Ambulance Special District) - The FASC discussed with Suzanne Zaso her request for Town Board action to authorize the Supervisor to execute a renewal agreement with Brighton Volunteer Ambulance for 2013 in an amount not to exceed \$250,000. Sufficient funding is provided for this service in the 2013 budget.

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

Budget Amendments and Transfers:

No matters for this meeting.

Personnel Matters:

Appointment of Police Officer (Police Dept.) - The FASC discussed with Chief Mark Henderson his request for Town Board action to appoint Mr. Taylor S. Barth to the position of Police Officer effective February 23, 2013, pending approval from the Monroe County Civil Service Commission.

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

Other Matters for Action of the Town Board:

Accept Donation and Exception to Procurement Policy (Vets Memorial) - The FASC discussed with Mike Guyon his request for Town Board action to accept a \$500 in-kind donation from Doyle Security to be applied towards the installation of a security system at the Veteran's Memorial eagle with \$2,050 of the total installation cost of \$2,550 to be paid from funds donated for the memorial.

Authorization is also requested to bypass the Town's procurement policy requiring three price quotes for this purchase. There are no additional ongoing fees required for the security monitoring as it will be tied in with the security system of the Buckland Farmhouse.

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:

No matters for this meeting.

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, January 15, 2013 beginning at 3:30 pm** and will be held in the Stage Conference Room at Town Hall.