

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Tuesday March 19, 2013 Meeting

Attendees: Councilmembers Christopher Werner and Jason DiPonzio, Supervisor William Moehle, Mark Henderson, Mike Guyon, 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 for Proposals for HVAC Unit Design Services (Public Works) - The FASC discussed with Mike Guyon his request for Town Board authorization to seek proposals for design services to prepare technical specifications for the replacement of one HVAC unit located on the Library Wing roof. 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:

Authorize Contract Renewal for Geese Control Services (Police Dept./ Animal Control) - The FASC discussed with Chief Mark Henderson his request for Town Board action to authorize the Supervisor to execute a renewal contract with Geese Control of New York to provide geese control services for the period of April through November 2013 (with no service for the month of July) at a cost of \$650 per month. The FASC recommends the Town Board take favorable action on this matter.

Budget Amendments and Transfers:

Appropriation of Justice Court Assistance Program Grant (Town Justice) - The FASC discussed with Suzanne Zaso her request for Town Board action to appropriate \$21,044.82 received from JCAP to purchase a security scanner into the Audio Visual Equipment account of the 2013 Town Justice budget to be fully supported by an increase in NYS grant revenues of the same. The FASC recommends the Town Board take favorable action on this matter.

Budget Amendment for Ongoing Capital Projects (Finance Dept.) - The FASC discussed with Suzanne Zaso her request for Town Board Authorization to amend the 2013 Capital Budgets and to re-appropriate the unexpended balances of appropriations provide for in the ongoing capital projects. 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:

No matters for this meeting.

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, April 2, 2013 beginning at 3:30 pm** and will be held in the Stage Conference Room at Town Hall.