

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Tuesday April 2, 2013 Meeting

Attendees: Councilmember Jason DiPonzio, Supervisor William Moehle, Mary Ann Hussar, Elaine Ainsworth, Tim Keef and Andrew Robinson (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:

Award Bid for Arborist Consulting Services (Public Works) – The FASC discussed with Tim Keef his request for Town Board action to award a bid and enter into an agreement with Jerry Peterson for Arborist Consulting Services at a rate of \$78 per hour.

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

Award Bid for Sidewalk Replacement Program (Public Works Dept.) – The FASC discussed with Tim Keef his request for Town Board action to award a bid for the 2013 Sidewalk Replacement Program to the low, responsible bidder, Pro Construction of Bergen, NY in an amount not to exceed \$176,380.

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

Solicit Proposals for Fiscal Advisor Services (Finance) – The FASC discussed with Andrew Robinson authorization for the Finance Office to seek outside proposals for fiscal advisor services. The current Town Contract with Municipal Solutions expires in June 2013.

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:

Contract for Appraisal Services (Assessor) – The FASC discussed with Elaine Ainsworth her request for Town Board action authorizing an Appraisal contract for the Eastbrooke Condominiums with Pogel, Schubmehl & Ferrara LLC for a not to exceed amount of \$2,000.

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

Contract Renewal for Live Internet Video Streaming and Video-on-Demand Services (Cable) – The FASC discussed with Mary Ann Hussar her request for

Town Board action to renew an agreement with Leightronix, Inc. for live internet video streaming and video-on-demand hosting services from 4/25/13 to 4/24/14 in an amount not to exceed \$4,788.

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

Contract Renewal for Landfill Contracting Services (Public Works) – The FASC discussed with Tim Keef his request for Town Board action authorizing the Supervisor to execute a one (1) year renewal contract with Sensenigs Landscape Supply for Landfill Contracting Services.

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

Budget Amendments and Transfers:

No matters for this meeting.

Personnel Matters:

Memorandum of Agreement with CSEA/Teamsters for Ten Hour Work Day (Highway/Sewer) – The FASC discussed with Tim Keef his request for Town Board authorization to enter into a memorandum of agreement with the Civil Service Employees Association (CSEA) and/or Teamsters Unions for a ten hour work day schedule for the 2013 summer season. The Highway and Sewer Departments utilized this alternative work schedule during the 2012 season and Tim Keef felt that it was successful. However, a more detailed study of potential operational impacts and budgetary savings (e.g. fuel, utilities, work completed) will need a longer time period (3-4 yrs.) to ensure meaningful results.

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

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 16, 2013 beginning at 3:30 pm** and will be held in the Stage Conference Room at Town Hall.