

**Brighton Town Board**  
**Finance and Administrative Services Committee**  
**Meeting Notes from the Tuesday April 30, 2013 Meeting**

Attendees: Councilmembers Chris Werner, Jason DiPonzio, Jim Vogel and Louise Novros, Supervisor William Moehle, Elaine Ainsworth, Tim Keef, Ramsey Boehner, Tom Fink of Davidson Fink LLP, 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:**

Appraisal Consultation (Assessor) – The FASC discussed with Elaine Ainsworth her request for Town Board action to allow the Town to engage the services of Midland Appraisal Associates Inc. to review the petitioners appraisals for properties at 2654 and 2700 W. Henrietta Road at a cost not to exceed \$2,000. The FASC recommends the Town Board take favorable action on this matter.

**Budget Amendments and Transfers:**

Appropriation for Vehicle Repairs (Fire Marshal) – The FASC discussed with Suzanne Zaso her request for Town Board action to authorize an increase in appropriations in the Fire Marshal's collision repairs account in the amount of \$923.63 to be fully supported by an increase in insurance recoveries by the same . The FASC recommends the Town Board take favorable action on this matter.

Appropriation for U of R Environmental Review (DPW/Planning) – The FASC discussed with Ramsey Boehner the request of Suzanne Zaso for Town Board action to authorize a budget appropriation in the amount of \$9,600 into engineering fees under Building and Planning to cover contract expenditures with Stantec Consulting Group Inc. for the environmental review services as related to the University of Rochester South Campus I.P.D. These funds were received from the applicant in 2012 but not spent or encumbered.

**Personnel Matters:**

No matters for this meeting.

**Other Matters for Action of the Town Board:**

Declare Vehicles Surplus for Auction (Facility Operations) – The FASC discussed with Tim Keef his request for Town Board action to declare a 2002 Chevrolet Impala as surplus and to dispose of through auction.

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:**

The FASC went into Executive Session at 3:38 p.m. (motioned by Chris Werner and seconded by Jason DiPonzio) to discuss matters of litigation involving a certiorari settlement and fire protection. The FASC exited Executive Session at 4:30 p.m. (motioned by Jason DiPonzio and seconded by Chris Werner).

**Next Meeting:**

The next REGULAR meeting of the Town Board's Finance and Administrative Services Committee is scheduled for **Tuesday, May 14, 2013 beginning at 3:30 pm** and will be held in the Stage Conference Room at Town Hall.