

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Tuesday June 4, 2013 Meeting

Attendees: Councilmembers Chris Werner, Jason DiPonzio, and Louise Novros, Supervisor William Moehle, Mark Henderson, J.P. O'Brien, Tim Keef, Dennis Meitz and Barbara Sforza of Brighton Volunteer Ambulance, and Suzanne Zaso 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:

Bids for Replacement Ambulance (Ambulance District / Finance Dept.) – The FASC discussed with Dennis Meitz and Barbara Sforza of Brighton Volunteer Ambulance their rig committees' recommendation that the District test a different make, model, and style ambulance to improve cost, safety, and service. The recommendation of BVA is to purchase a Mercedes Sprinter for about two-thirds of the cost of the Type III ambulances the District has been purchasing. If this alternative works favorably for BVA and the District, a future plan for purchasing this style rig will be addressed.

The FASC recommends the Town Board authorize the Town Finance Director to seek bids for this purchase.

Grant Authorizations and Acceptances:

No matters for this meeting.

Contracts and Contract Change Orders:

Contract Renewals for Towing Services (Police Dept.) – The FASC discussed with Chief Mark Henderson his request for Town Board action to authorize the Supervisor to renew the agreements with 12 Corners Towing, Murray's Towing, and Sutherland Service to provide towing services for the Town at new rates to match those used by the Monroe County Sheriff's Office. This contract will be for the remainder of 2013 with an option for two additional years at the then Monroe County Sheriff's Office pricing.

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

Budget Amendments and Transfers:

Budget Amendment for Police Vehicle Repairs (Police Dept.) – The FASC discussed with Chief Mark Henderson his request for Town Board action to increase appropriations in Police Vehicle Set-Up by \$1,600 and Collision Repairs by \$2,468 to be fully supported by an increase in Insurance Recoveries in the amount of \$4,068.

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

Personnel Matters:

Retirement of Senior Motor Equipment Operator (Sewer) – The FASC discussed with Tim Keef his request for Town Board action to accept the retirement of Randal Griswold from the position of Senior Motor Equipment Operator in the Brighton Sewer District effective June 21, 2013.

While the FASC recommended the Town Board take favorable action on this matter, further discussion on Wednesday, June 5th in Town Department Head meeting it was decided that since formal Town Board action is not needed to accept an employees' separation from the Town that this retirement and any further separations will just be listed as a communication on the Town Board agenda.

Other Matters for Action of the Town Board:

Donations for Ambulance and Brighton Fire Services (Finance) – The FASC discussed with Suzanne Zaso her request for Town Board action to accept two donations in the amount of \$250 each to support ambulance and fire services in Brighton and to forward the fire donation to the Brighton Fire District.

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

Clean Sweep 2013 Program Sponsorships (Town Board) – The FASC discussed with Suzanne Zaso her request for Town Board action to accept sponsorships of cash totaling \$2,600 and in-kind services totaling \$1154.88 for the 2013 Clean Sweep Program. It was noted that once again the sponsorships exceeded the expenditures for Clean Sweep, thereby leaving funds to apply to next year's event.

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

Other Matters for Discussion Only:

See Town Bid section regarding purchase of a new ambulance.

Matters Tabled for Research and/or Discussion:

No matters for this meeting.

Executive Session:

The FASC went into Executive Session at 4:45 p.m. to discuss the employment of particular people.

Next Meeting:

The next REGULAR meeting of the Town Board's Finance and Administrative Services Committee is scheduled for **Tuesday, June 18, 2013 beginning at 3:30 pm** and will be held in the Stage Conference Room at Town Hall.