

**Brighton Town Board**  
**Finance and Administrative Services Committee**  
**Meeting Notes from the Tuesday November 4, 2014 Meeting**

Attendees: Councilmembers Christopher Werner and Jason DiPonzio, Supervisor William Moehle, Mark Henderson, Tim Keef, Mike Guyon, Gary Brandt, 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:**

Accept Bid for Truck (Highway)- The FASC discussed with Tim Keef his request for Town Board action to accept a bid (inclusive of alternate#1) from Joe Basil Chevrolet, Inc. in the amount of \$36,045 for one pick-up truck.

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

Solicit Bids for Salt Shed Roof (Highway/Public Works) – The FASC discussed with Mike Guyon his request for Town Board authorization to solicit bids to replace the roof on the salt barn located at the DPW Operations Center.

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:**

No matters for this meeting.

**Budget Amendments and Transfers:**

Contribution to Workers Comp Reserve (Finance) – The FASC discussed with Suzanne Zaso her request for Town Board action to authorize a contribution of \$50,000 to the Workers' Comp Reserve from unspent 2013 appropriations from same reserve based on information from workers' comp carrier on the Town's liability on a past claim.

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

## **Personnel Matters:**

Renewal Rates for 2015 Excellus PPO Medical Plans (Personnel/Finance) – The FASC discussed with Gary Brandt and Suzanne Zaso their request for Town Board action to approve the renewal rates with Excellus Blue Cross Blue Shield for 2015 for the Town's medical PPO plans covering active employees and under -65 retirees. The rates will be increasing 13.91% from 2014.

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

Renewal Rates for 2015 Excellus Self-Funded Dental (Personnel/Finance) – The FASC discussed with Gary Brandt and Suzanne Zaso their request for Town Board action to approve a renewal contract with Excellus Blue Cross Blue Shield for the 2015 self-funded dental plans. The rates will remain the same from 2014. The FASC recommends the Town Board take favorable action on this matter.

Renewal Rates for 2015 Medicare Plans (Personnel/Finance) – The FASC discussed with Gary Brandt and Suzanne Zaso their request for Town Board action to authorize the Supervisor to sign the renewal rates for the Medicare plans offered to over-65 retirees and spouses through Excellus and MVP. The FASC recommends the Town Board take favorable action on this matter.

Contract Renewal for 2015 Employee Assistance Program (Personnel) – The FASC discussed with Gary Brandt his request for Town Board action to authorize the Supervisor to execute a renewal agreement in the amount of \$4,436 with the University of Rochester for the Strong Employee Assistance Program (Strong EAP) for 2015 for full-time and part-time permanent employees.

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

Contract Renewal with Holfoth Risk Management for Independent Risk Management Services (Personnel Dept.) – The FASC discussed with Gary Brandt his request for Town Board action to authorize the Supervisor to execute an agreement with Holfoth Risk Management Services to provide risk management services in 2015.

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

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

Property Acquisition for Highland Crossing Trail (Public Works) – The FASC discussed with Mike Guyon his request for Town Board authorization of the Supervisor to countersign a Request for Determination of Just Compensation prepared by R.K. Hite for permanent easements relating to land acquisitions for the Highland Crossing Trail.

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

## **Other Matters for Discussion Only:**

The FASC discussed their 2015 meeting schedule and will leave the dates and times as the Tuesday the week before Town Board meetings at 3:30 pm.

The FASC discussed with William Moehle his desire of the Town Board to set a public hearing for a GENDA law covering the Town of Brighton.

**Matters Tabled for Research and/or Discussion:**

No matters for this meeting.

**Executive Session:**

The FASC went into executive session at 3:40 pm to discuss the employment of particular people (moved by William Moehle and seconded by Jason DiPonzio). The FASC exited executive session at 4:07 pm (moved by William Moehle and seconded by Jason DiPonzio).

**Next Meeting:**

The next REGULAR meeting of the Town Board's Finance and Administrative Services Committee is scheduled for **Tuesday November 18, 2014 beginning at 3:30 pm** and will be held in the Stage Conference Room at Town Hall.