

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Tuesday March 17, 2015 Meeting

Attendees: Councilmembers Chris Warner, Jason DiPonzio, and Louise Novros, Supervisor William Moehle, MaryAnn Hussar, Tim Keef, Mike Guyon, Andrew Robinson, 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:

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 2015 Sidewalk Replacement Program to the low, responsible and responsive bidder, Sunshine Concrete, in an amount not to exceed \$188,677 and to authorize the Supervisor to execute change orders not exceeding 10% of the base contract. The bid response for the initial 14,600 SF for sidewalk came in at \$137,175 allowing additional replacement for up to 19,850 total SF of replacement sidewalk and still staying within the \$188,677 total budget. Per discussion, the FASC recommends that the award be giving for only the initial 14,600 SF at \$137,175 with allowance for change orders up to 20% in total. This will allow more flexibility for budgeting in 2016 by allowing the excess 2015 funding to fall to fund balance.

Award Bid for Street Sweeper (Highway) – The FASC discussed with Tim Keef his request for Town Board action to award a bid to the low, responsible and responsive bidder, Joe Johnson Equipment for the purchase of an Elgin Pelican street sweeper at a cost of \$196,962. Funds will be borrowed for this purchase. The FASC recommends the Town Board take favorable action on this matter at their April 8, 2015 meeting (after the permissive referendum period for the bond resolution has run out.)

Grant Authorizations and Acceptances:

No matters for this meeting.

Contracts and Contract Change Orders:

Contract for PEG Internet Video Streaming Services (Cable) – The FASC discussed with MaryAnn Hussar her request for Town Board authorization of the Supervisor to enter into an agreement with Leightronix, Inc. to provide PEG Stream internet video streaming services for 2015 at a cost not to exceed \$3,000 . Leightronix is the sole source for this service as the Town currently owns and uses their equipment for video streaming.

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

Amend Out-of-District Sewer Use Agreement (Sewer Dist.) – The FASC discussed with Mike Guyon his request for Town Board authorization of the Supervisor to amend the agreement between the Town of Brighton and the Town of Penfield to establish Extension 100 of the Brighton Consolidate Sanitary Sewer District to include 59 Collingsworth Drive.

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

Budget Amendments and Transfers:

Amend Budget for Salt Barn Repairs (Highway) – The FASC discussed with Tim Keef the request from Tim Anderson for Town Board action to amend the 2015 highway facilities budget to appropriate insurance recoveries in the amount of \$1,353.86 received for damages to the salt storage barn by a delivery truck.

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:

The FASC discussed with Suzanne Zaso the GASB 45 Actuarial Valuation report for the year ending 12/31/14 as prepared by the Burke Group. The report gives an actuaries' valuation of post-employment benefits (OPEB) for current and retired Town employees as required by GASB Statement 45 and required to be reported on the Town's annual financial statements.

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 March 31, 2015 beginning at 3:30 pm** and will be held in the Stage Conference Room at Town Hall.