

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Tuesday March 31, 2015 Meeting

Attendees: Councilmembers Chris Warner and Jason DiPonzio, Supervisor William Moehle, Tim Keef, Rebecca Cotter, Matt Beeman, 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:

Contract for July 4th Fireworks Display (Parks) – The FASC discussed with Matt Beeman his request for Town Board authorization to enter into a contract with Young Explosives for the July 4, 2015 Town fireworks display at a cost of \$11,400 (no change from 2014).

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

Supplemental Agreement with NYSDOT for Corwin Road Bridge (Public Works) – The FASC discussed with Tim Keef the request from Mike Guyon for Town Board authorization of the Supervisor to sign Supplemental Agreement #2 with the NYS Department of Transportation to provide additional Marchiselli Funding for the Corwin Road Bridge Preventative Maintenance Project.

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

Contract Renewal for Mowing and Landscaping Services (Facilities/Parks/ Highway) – The FASC discussed with Tim Keef his request for Board action to renew the contract for mowing and landscaping services in Town facilities, parks and neighborhoods to Woodgate Landscaping Inc., for the 2015 season along with an amendment for additional services in the Kirk Astor Park District at the Korean War memorial.

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

Budget Amendments and Transfers:

Amend Budget for Truck Repairs (Sewer) – The FASC discussed with Tim Keef the request from Tim Anderson for Town Board action to amend the Sewer District budget to appropriate insurance recoveries in the amount of \$4,768.65 received for damages to a department pick-up truck that was hit by another driver.

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

Personnel Matters:

Advertise for Laborer Position (Highway) – The FASC discussed with Tim Keef his request for Town Board authorization to advertise for an open Laborer position in the Highway Department due to a recent retirement within the department.

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

Other Matters for Action of the Town Board:

Declare Vehicle as Surplus and Authorize Disposal (Recreation) – The FASC discussed with Rebecca Cotter her request for Town Board action to declare a 2004 Chevy Impala as surplus and authorize its disposal through municipal auction. The vehicle originated from the Police Dept. and needs extensive work. 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:

Contract Extension for Assessment Software Services (RPS V4) (Assessor) – This item is tabled until the April 14, 2015 FASC meeting when the Assessor is able to attend.

Contract Extension with NYS DOT for Snow and Ice Control (Highway) – The FASC discussed with Tim Keef his request for Town Board action to authorize the Supervisor to execute an extension with the NYSDOT for Snow and Ice Control on State roads in the Town for the 2016/17 season.

This item was held until further information regarding salt prices and contract dates are verified.

Contract Renewal and Amendment for Yard Waste Processing Services (Public Works) – The FASC discussed with Tim Keef his request for Town Board action to authorize the Supervisor to execute a renewal contract with Sensenigs Landscape Supply for processing yard waste at the Town's landfill at no cost to Sensenigs or to the Town. This is a change from the current arrangement providing revenue to the Town.

This item was held for further review of the current contract with Sensenigs and whether this amendment falls within the allowable terms of the contract.

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 14, 2015 beginning at 2:00 pm** and will be held in the Stage Conference Room at Town Hall.