

Brighton Town Board
Finance and Administrative Services Committee
Meeting Notes from the Tuesday May 19, 2015 Meeting

Attendees: Councilmembers Chris Werner, Jason DiPonzio, and Louise Novros, Supervisor William Moehle, Tim Keef, MaryAnn Hussar, 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 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 HVAC Services – The FASC discussed with Tim Keef his request for Town Board action to authorize the Supervisor to execute an agreement with BCS / Smart Edge for HVAC control & monitoring services not to exceed \$5,000. The FASC recommends the Town Board take favorable action on this matter.

Contract for Mechanical Materials Services – The FASC discussed with Tim Keef his request for Town Board action to authorize the Supervisor to execute an agreement per the City of Rochester bid with Pipitone Mechanical Contracting Co. not to exceed \$3,000. The FASC recommends the Town Board take favorable action on this matter.

Budget Amendments and Transfers:

Accept Donation and Appropriate Funds (Public Works.) – The FASC discussed with Tim Keef his request for Town Board action to accept a donation of \$537 from the Garden Lovers Club of Brighton (Houston Barnard Neighborhood) to support planting of fruit trees at the Buckland House and to appropriate the funds in the Public Works Tree Replacement 2015 budget. 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:

No matters for this meeting.

Matters Tabled for Research and/or Discussion:

Request to seek bids to replace ambulance – The FASC discussed with Andrew Robinson his request to seek bids for a replacement ambulance in the Brighton Ambulance Special District. The FASC determined that additional information was necessary and invited a representative from the rig selection committee of Brighton Volunteer Ambulance to attend the next FASC meeting.

Next Meeting:

The next REGULAR meeting of the Town Board's Finance and Administrative Services Committee is scheduled for **Tuesday June 2, 2015 beginning at 3:30 pm** and will be held in the stage conference room at Town Hall.